



Manage Import / Export Data Task Specifications



frmManageTasks

Manage Import/Export Data Tasks

This functionality on this form is intended for program admins ONLY.
It should NOT be made available to standard users.

It is designed to help manage import/export (IMEX) tasks available in Access 2007 or later.
These tasks are stored internally as XML and cannot be directly edited from the ribbon.

☐ View NEW IMEX Data Tasks Report

Select an IMEX data task:

Choose an action on the selected task:

- ☐ Run Task
- ☐ Rename Task
- ☐ Edit Task
- ☐ Delete Task
- ☒ Modify External File Path
- ☐ Modify Destination (Import tasks ONLY)

Enter the new path:

You can also view the details of any 'old style' IMEX specifications for text files ONLY (e.g. CSV)
Those specifications are stored in 2 system tables MSysIMEXSpecs / MSysIMEXColumns.

☐ View OLD IMEX Specifications Report

Select an IMEX specification:

Manage Import/Export Data Tasks : Version 2.5 2024-03-28 Mendip Data Systems 2005-2024

MSysIMEXSpecs

MSys IMEX Specifications

SpecID:

Spec Name:

Spec Type: Import

Date Delimiter: Date Order:

Date Four Digit Year: Date Leading Zeros:

Decimal Point: Field Separator:

File Type:

Start Row:

Text Delimiter: Time Delimiter:

Field Name	Attributes	Data Type	Index Type	Skip Column	Start	Width
Adno	0	10	0	False	1	7
AM/PM	0	10	0	False	27	6
Comment	0	10	0	False	71	8
Day of week	0	10	0	False	59	12
Mark	0	10	0	False	22	5
Mark date	0	10	0	False	48	11
Recorded By	0	10	0	False	79	26
Session	0	10	0	False	33	15
UPN	0	10	0	False	8	14

Record: 1 of 9 No Filter Search

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Colin Riddington
Mendip Data Systems

<https://isladogs.co.uk/view-edit-imex-data-tasks>

Save Import / Export (IMEX) Specifications - 1

TWO ways of saving IMEX specifications using the wizard:

1. 'Old style' (prior to 2007) - text files only e.g. CSV
 - Saved to two system tables MSysIMEXSpecs / MSysIMEXColumns
 - Partly wizard based - Customisation using Advanced button – for text files only

Import Text Wizard

What delimiter separates your fields? Select the appropriate delimiter and see how your text is affected in the preview below.

Choose the delimiter that separates your fields:

☐ Tab ☐ Semicolon ☒ Comma ☐ Space ☐ Other:

☒ First Row Contains Field Names Text Qualifier: {none}

"Adno"	"UPN"	"Parental Salutation"	"Parental addressee"	"AddressLine"
"011516"	"A802230511516"	"Ms Crosland"		"10079 Cab
Bidwell				
West Town				
BS27 7TF"	"01724 611516"	"tina.crosland@hotmail.co.uk"		
"011517"	"P802230511517"	"Mrs Lane"		"10080 Kew
Kewstoke				
West Town				
Somerset				
BS27 9YL"	"07875 511517"	"hilary.lane@hotmail.co.uk"		
"011518"	"L802229211518"	"Mr Elwood"		"10081 Osp
West Town				
BS27 6YN"	"07867 311518"	"rose.hill@hotmail.co.uk"		
"011519"	"A802227511519"	"Mr and Mrs Littler"		"10082 Che
West Town				

Advanced... Cancel < Back Next > Finish

SIMs_StudentAddresses Import Specification

File Format: ☒ Delimited ☐ Fixed Width Field Delimiter: , Text Qualifier: {none}

Language: English Code Page: Western European (DOS)

Dates, Times, and Numbers

Date Order: DMY Date Delimiter: / Time Delimiter: : Four Digit Years: ☒ Leading Zeros in Dates: ☐ Decimal Symbol: .

Field Information:

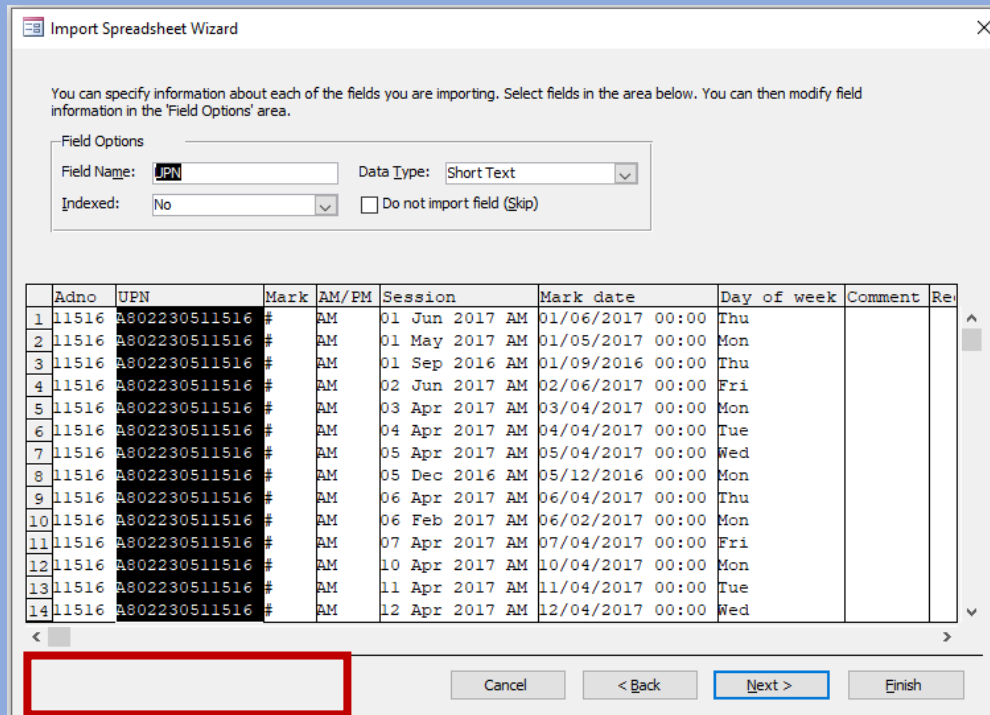
Field Name	Data Type	Indexed	Skip
"Adno"	Short Text	No	<input type="checkbox"/>
"UPN"	Short Text	No	<input type="checkbox"/>
"Parental Salutation"	Short Text	No	<input type="checkbox"/>
"Parental address"	Short Text	No	<input type="checkbox"/>
"AddressLine"	Short Text	No	<input type="checkbox"/>
"AddressBlock"	Short Text	No	<input type="checkbox"/>
"Telephone"	Short Text	No	<input type="checkbox"/>
"Email"	Short Text	No	<input type="checkbox"/>
"AddressHistory"	Short Text	No	<input type="checkbox"/>

OK Cancel Save As... Specs...

Save Import / Export (IMEX) Specifications - 2

2. 'New style' Data Tasks (2007 onwards)

- wider range of files e.g. Excel / XML / HTML and text
- Entirely wizard driven - no Advanced customisation
- Saved as XML
- Difficult to edit once saved



Import Spreadsheet Wizard

You can specify information about each of the fields you are importing. Select fields in the area below. You can then modify field information in the 'Field Options' area.

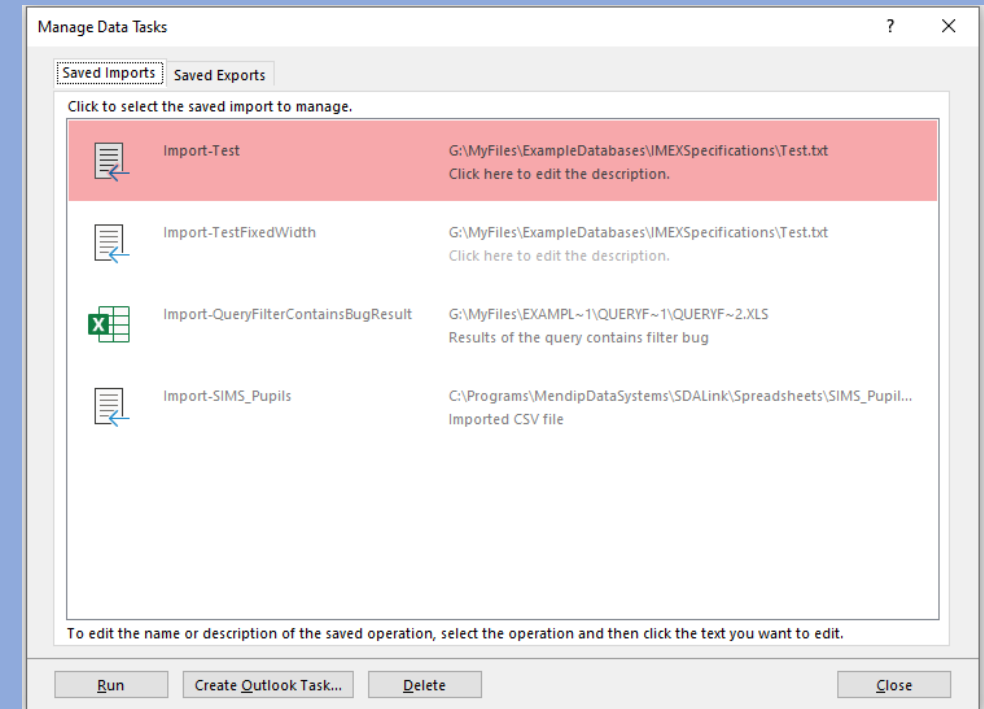
Field Options

Field Name: Data Type:

Indexed: ☐ Do not import field (Skip)

	Adno	UPN	Mark	AM/PM	Session	Mark date	Day of week	Comment	Re
1	11516	A802230511516	#	AM	01 Jun 2017 AM	01/06/2017 00:00	Thu		
2	11516	A802230511516	#	AM	01 May 2017 AM	01/05/2017 00:00	Mon		
3	11516	A802230511516	#	AM	01 Sep 2016 AM	01/09/2016 00:00	Thu		
4	11516	A802230511516	#	AM	02 Jun 2017 AM	02/06/2017 00:00	Fri		
5	11516	A802230511516	#	AM	03 Apr 2017 AM	03/04/2017 00:00	Mon		
6	11516	A802230511516	#	AM	04 Apr 2017 AM	04/04/2017 00:00	Tue		
7	11516	A802230511516	#	AM	05 Apr 2017 AM	05/04/2017 00:00	Wed		
8	11516	A802230511516	#	AM	05 Dec 2016 AM	05/12/2016 00:00	Mon		
9	11516	A802230511516	#	AM	06 Apr 2017 AM	06/04/2017 00:00	Thu		
10	11516	A802230511516	#	AM	06 Feb 2017 AM	06/02/2017 00:00	Mon		
11	11516	A802230511516	#	AM	07 Apr 2017 AM	07/04/2017 00:00	Fri		
12	11516	A802230511516	#	AM	10 Apr 2017 AM	10/04/2017 00:00	Mon		
13	11516	A802230511516	#	AM	11 Apr 2017 AM	11/04/2017 00:00	Tue		
14	11516	A802230511516	#	AM	12 Apr 2017 AM	12/04/2017 00:00	Wed		

Cancel < Back Next > Finish



Manage Data Tasks

Saved Imports Saved Exports

Click to select the saved import to manage.

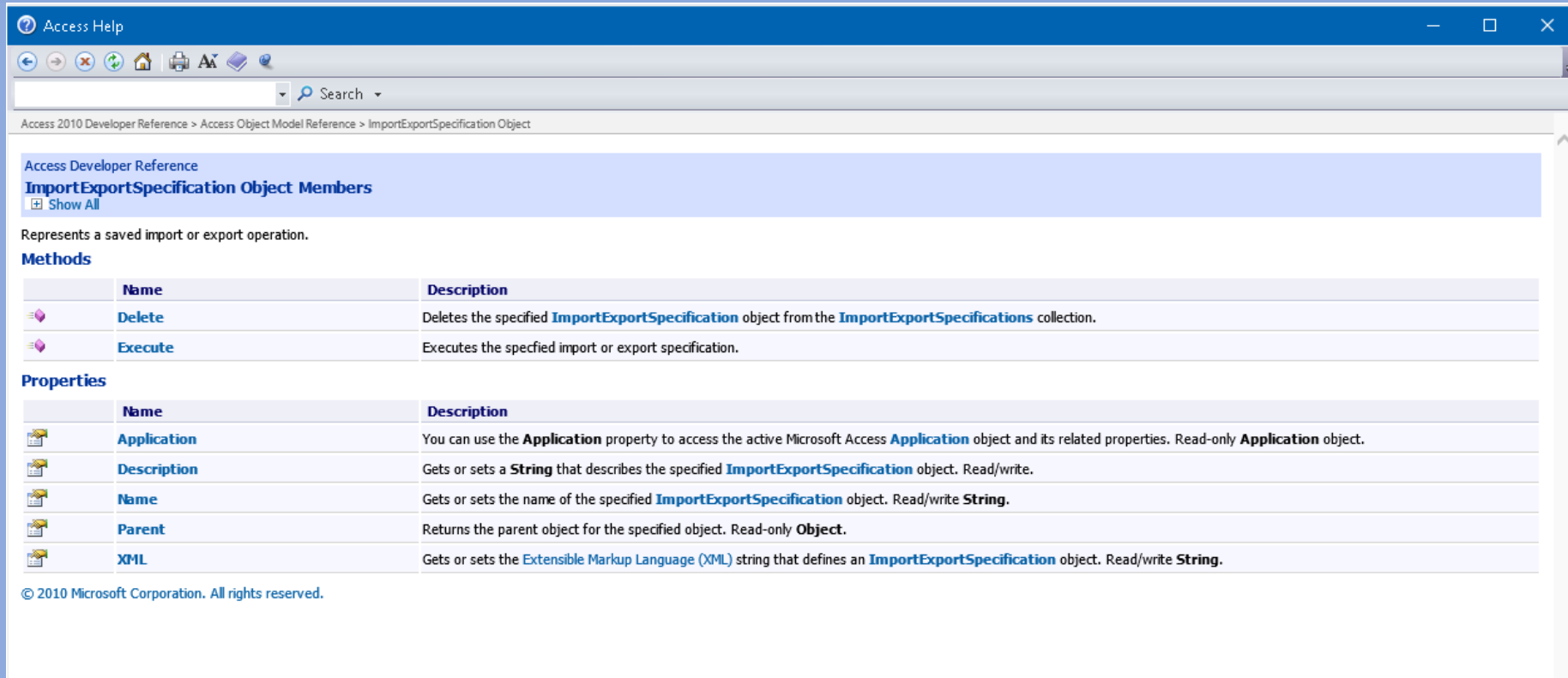
Import-Test	G:\MyFiles\ExampleDatabases\IMEXSpecifications\Test.txt Click here to edit the description.
Import-TestFixedWidth	G:\MyFiles\ExampleDatabases\IMEXSpecifications\Test.txt Click here to edit the description.
Import-QueryFilterContainsBugResult	G:\MyFiles\EXAMPL~1\QUERYF~1\QUERYF~2.XLS Results of the query contains filter bug
Import-SIMS_Pupils	C:\Programs\MendipDataSystems\SDALink\Spreadsheets\SIMS_Pupil... Imported CSV file

To edit the name or description of the saved operation, select the operation and then click the text you want to edit.

Run Create Outlook Task... Delete Close

Manage IMEX Data Tasks

- Object members for IMEX Data Task specifications:



The screenshot shows the 'Access Help' window displaying the 'ImportExportSpecification Object Members' page. The page title is 'Access Developer Reference ImportExportSpecification Object Members'. Below the title, it states 'Represents a saved import or export operation.' The page is divided into two sections: 'Methods' and 'Properties'.

Methods

	Name	Description
🔗	Delete	Deletes the specified ImportExportSpecification object from the ImportExportSpecifications collection.
🔗	Execute	Executes the specified import or export specification.

Properties

	Name	Description
📁	Application	You can use the Application property to access the active Microsoft Access Application object and its related properties. Read-only Application object.
📁	Description	Gets or sets a String that describes the specified ImportExportSpecification object. Read/write.
📁	Name	Gets or sets the name of the specified ImportExportSpecification object. Read/write String .
📁	Parent	Returns the parent object for the specified object. Read-only Object .
📁	XML	Gets or sets the Extensible Markup Language (XML) string that defines an ImportExportSpecification object. Read/write String .

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- All are members of the ImportExportSpecification object
- <https://learn.microsoft.com/en-us/office/vba/api/Access.ImportExportSpecification>

Manage IMEX Data Tasks

➤ Use to view / edit / delete data task XML

frmManageTasks

Manage Import/Export Data Tasks

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- ☐ Edit Task
- ☐ Delete Task
- ☒ Modify External File Path
- ☐ Modify Destination (Import tasks ONLY)

Enter the new path:

You can also view the details of any 'old style' IMEX specifications for text files ONLY (e.g. CSV)
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Select an IMEX specification:

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frmUSysIMEXSpecs

Import/Export (IMEX) Data Task Specification

IMEX SpecID:

IMEX Name:

IMEX Description:

IMEX Specification:

```
<?xml version="1.0"?>
<ImportExportSpecification Path="G:\MyFiles\EXAMPL~1\QUERYF~1\QUERYF~2.XLS"
xmlns="urn:www.microsoft.com/office/access/imexspec">
<ImportExcel FirstRowHasNames="true" Destination="tblQueryContainsFilterBug"
Range="Tabelle1$">
<Columns PrimaryKey="{Auto}">
<Column Name="Col1" FieldName="Filter Contains" Indexed="NO"
SkipColumn="false" DataType="Text"/>
<Column Name="Col2" FieldName="Expected Records" Indexed="NO"
SkipColumn="false" DataType="Double"/>
<Column Name="Col3" FieldName="Returned Records" Indexed="NO"
SkipColumn="false" DataType="Text"/>
<Column Name="Col4" FieldName="Correct?" Indexed="NO"
SkipColumn="false" DataType="Text"/>
<Column Name="Col5" FieldName="Comment" Indexed="NO"
SkipColumn="false" DataType="Text"/>
<Column Name="Col6" FieldName="Saved Contains Query" Indexed="NO"
SkipColumn="false" DataType="Text"/>
<Column Name="Col7" FieldName="Filter Contains SQL (where incorrect)"
Indexed="NO" SkipColumn="false" DataType="Text"/>
</Columns>
</ImportExcel>
</ImportExportSpecification>
```

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Record: 1 of 1 Filtered Search

Manage IMEX Specifications

➤ Use to view / edit specifications stored in system tables

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[View NEW IMEX Data Tasks Report](#)

Select an IMEX data task: [View](#) [Clear](#)

Choose an action on the selected task:

- ☐ Run Task
- ☐ Rename Task
- ☐ Edit Task
- ☐ Delete Task
- ☒ Modify External File Path
- ☐ Modify Destination (Import tasks ONLY)

Enter the new path: [Browse](#)

[! Execute Action](#)

You can also view the details of any 'old style' IMEX specifications for text files ONLY (e.g. CSV)
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[View OLD IMEX Specifications Report](#)

Select an IMEX specification: [View](#) [Clear](#)

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MSysIMEXSpecs

MSys IMEX Specifications

[Print](#) [Close](#)

SpecID:

Spec Name:

Spec Type: Import

Date Delimiter: Date Order:

Date Four Digit Year: Date Leading Zeros:

Decimal Point: Field Separator:

File Type:

Start Row:

Text Delimiter: Time Delimiter:

IMEX Columns

Field Name	Attributes	Data Type	Index Type	Skip Column	Start	Width
Adno	0	10	0	False	1	7
AM/PM	0	10	0	False	40	6
Comment	0	10	0	False	91	8
Day of week	0	10	0	False	79	12
Leaving Date	0	10	0	False	8	13
Mark	0	10	0	False	35	5
Mark date	0	10	0	False	61	18
Recorded By	0	10	0	False	99	12
Session	0	10	0	False	46	15
UPN	0	10	0	False	21	14
*						

Record: 1 of 10 No Filter Search

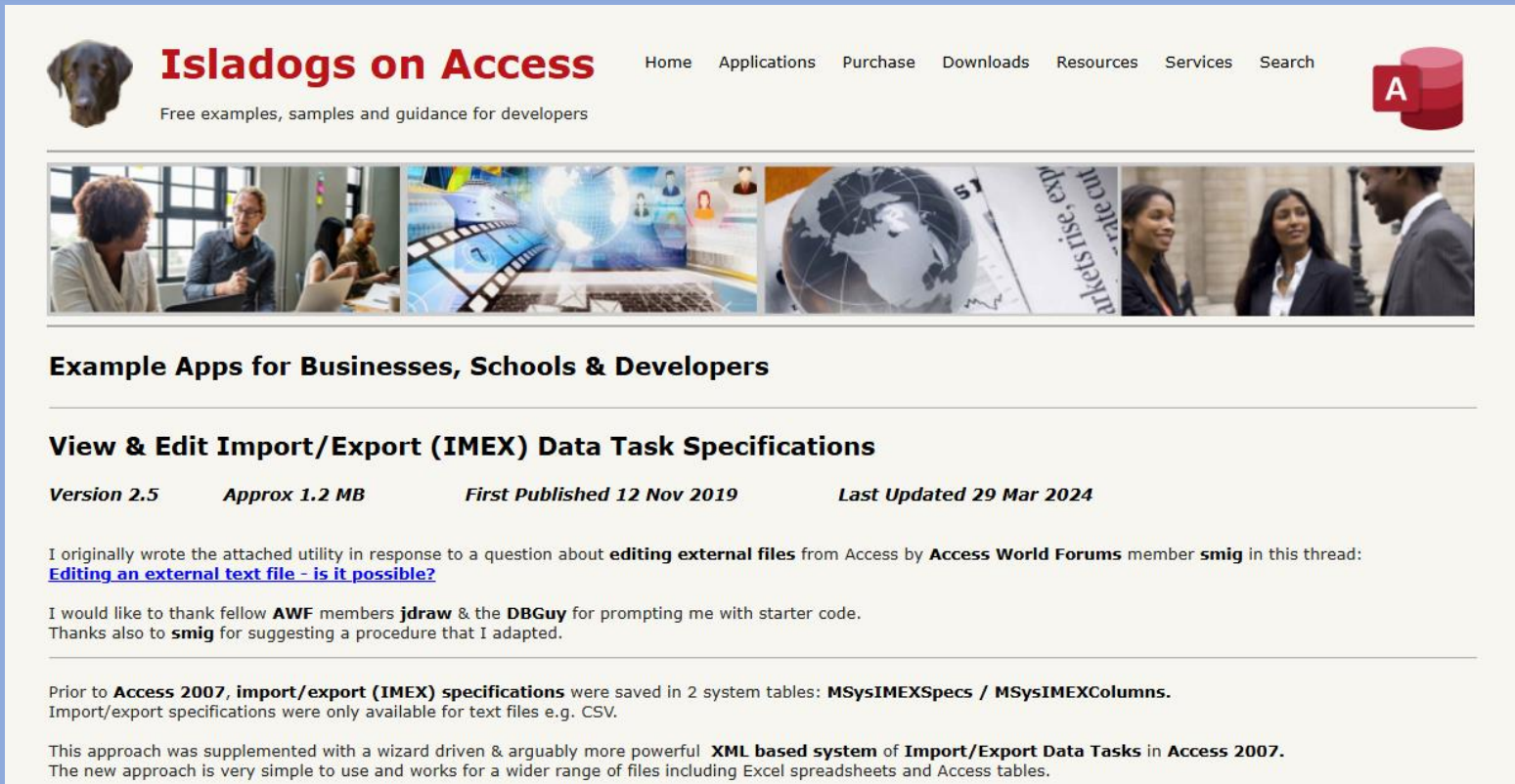
Manage Import/Export Data Tasks : Version 2.6 2024-04-26 Mendip Data Systems 2005-2024

Record: 1 of 1 Filtered Search



Manage IMEX Data Task Specifications

- The app is available from: <https://isladogs.co.uk/view-edit-imex-data-tasks>



The screenshot shows the 'Isladogs on Access' website. The header features a dog icon, the site name, a navigation menu (Home, Applications, Purchase, Downloads, Resources, Services, Search), and an Access logo. Below the header is a banner with four images: people in a meeting, a data visualization, a globe, and two women talking. The main content area is titled 'Example Apps for Businesses, Schools & Developers' and features a section for 'View & Edit Import/Export (IMEX) Data Task Specifications'. This section includes metadata: Version 2.5, Approx 1.2 MB, First Published 12 Nov 2019, and Last Updated 29 Mar 2024. The text describes the app's origin, thanks contributors, and provides historical context about IMEX specifications in Access 2007.

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Example Apps for Businesses, Schools & Developers

View & Edit Import/Export (IMEX) Data Task Specifications

Version 2.5 **Approx 1.2 MB** **First Published 12 Nov 2019** **Last Updated 29 Mar 2024**

I originally wrote the attached utility in response to a question about **editing external files** from Access by **Access World Forums** member **smig** in this thread: [Editing an external text file - is it possible?](#)

I would like to thank fellow **AWF** members **jdrow** & the **DBGuy** for prompting me with starter code. Thanks also to **smig** for suggesting a procedure that I adapted.

Prior to **Access 2007**, **import/export (IMEX) specifications** were saved in 2 system tables: **MSysIMEXSpecs** / **MSysIMEXColumns**. Import/export specifications were only available for text files e.g. CSV.

This approach was supplemented with a wizard driven & arguably more powerful **XML based system** of **Import/Export Data Tasks** in **Access 2007**. The new approach is very simple to use and works for a wider range of files including Excel spreadsheets and Access tables.

- Also see my 'feature request' article : <https://isladogs.co.uk/improve-imex-data-tasks>
- <https://feedbackportal.microsoft.com/feedback/idea/acd74089-9893-ee11-a81c-000d3a02ba69>