



# ITA\_User Instruction Manual

Export/Import

—Version 1.5 —

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※ 「Exastro IT Automation」 is written as 「ITA」 in this document.

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## Introduction

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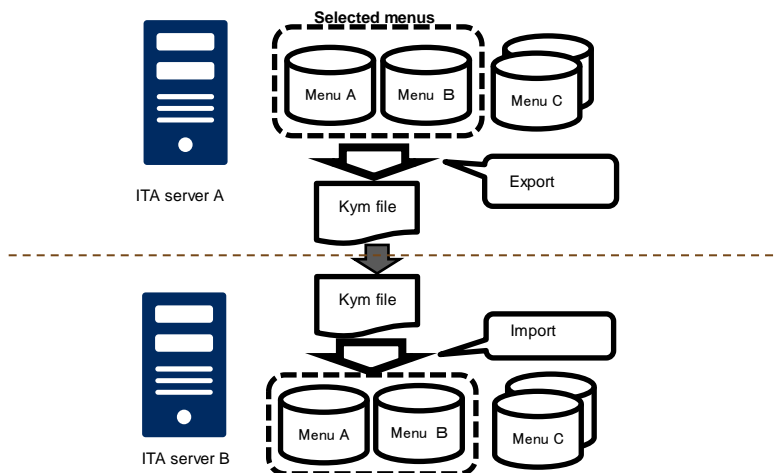
This manual describes the function and the way to operate the Export/Import function in ITA.

# 1 Overview of Export/Import

This chapter introduces the function and the way to operate the Export/Import function.  
In Export/Import, the following two method to migrate data is available.

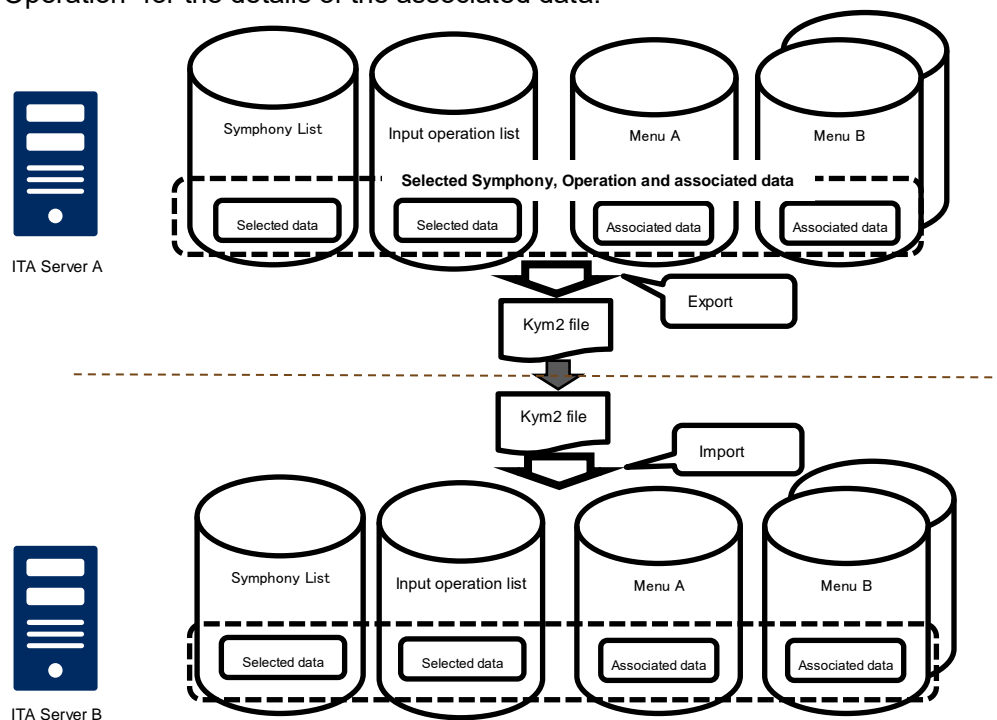
## (1) Menu

Select the ITA menu to migrate and migrate the menus by overwriting the data in the unit of menu.



## (2) Symphony/Operation

Select the Symphony and the operation to migrate, and migrate them by overwriting the data associated with them. Please refer to “[4.1 About the data that can be retrieved by Export Symphony/Operation](#)” for the details of the associated data.



## 2 Menu and screen configuration of Export/Import

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This chapter describes the menu and screen configuration of Export/Import.

### 2.1 Menu List

The menus of Export/Import are as follows.

**Table 2-1 ITA menu list**

No	Menu group	Menu / Screen	Description
1	Export/Import	Export menu	Export the data of menu.
2		Import menu	Import the data of menu.
3		Export/Import menu list	Manage the status of the exportation executed in [Export menu] and importation executed in [Import menu].
4		Export Symphony/Operation	Export the data associated with Symphony and Operation.
5		Import Symphony/Operation	Import the data exported in [Symphony/Operation] menu.
6		Export/Import Symphony/Operation list	Manage the status of the exportation executed in [Export Symphony/Operation] and importation executed in [Import Symphony/Operation].

## 3 Function and operation method

### 3.1 Export Menu

Export data registered in the ITA system in each menu.

※When moving data to another ITA environment, the integrity of data may corrupt if the whole menu is not moved together.

- (1) Select the menu to export

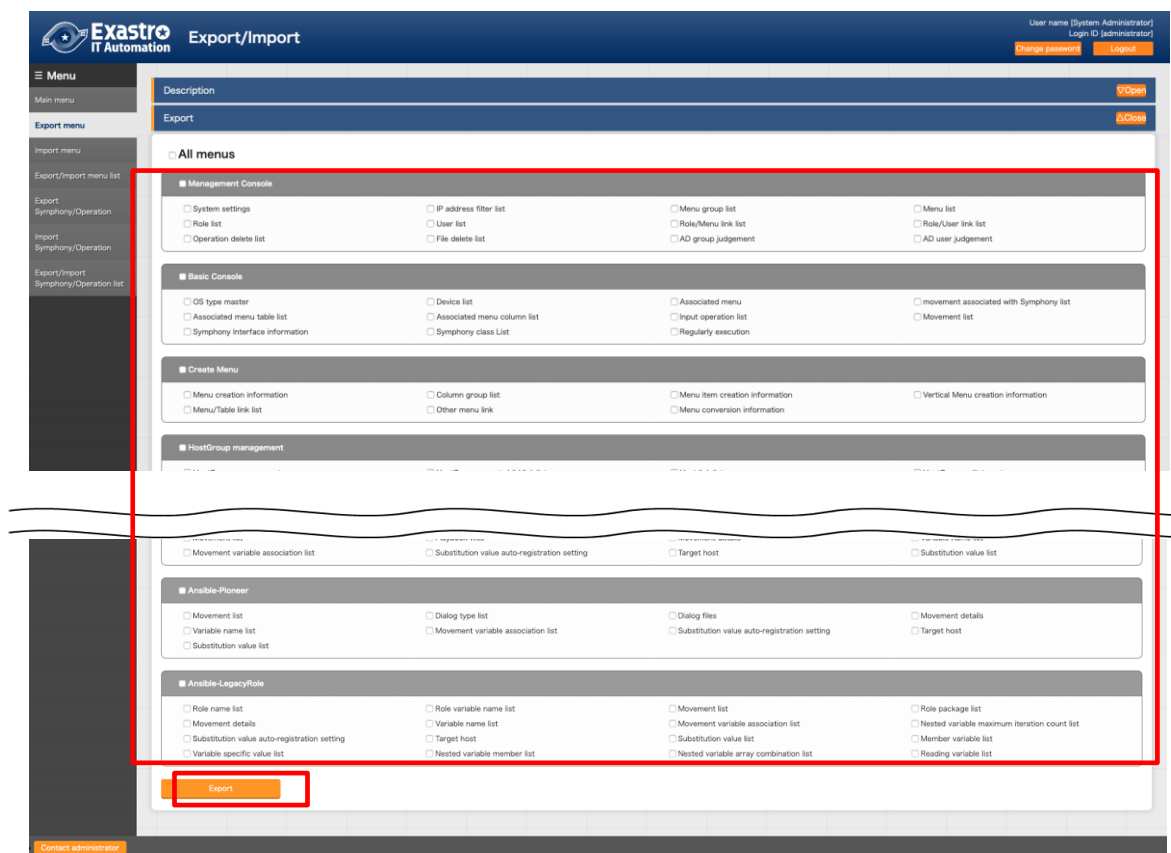
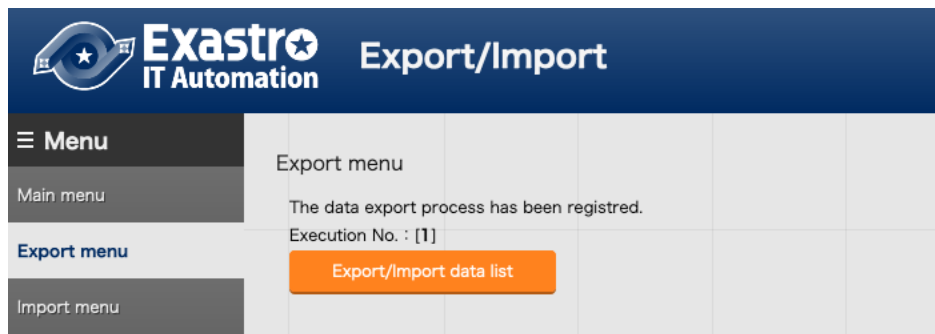


Figure 3-1 Export menu screen(1)

- (2) Click the export button after selecting the menu.

The execution number of export operation is displayed, so please check the status of execution in the "Export/Import menu list" screen.



**Figure 3-2 Export menu screen(2)**



## 3.2 Import menu

Import the data exported in [Export menu] menu.

- (1) Select the file to be imported then click the [Upload] button.

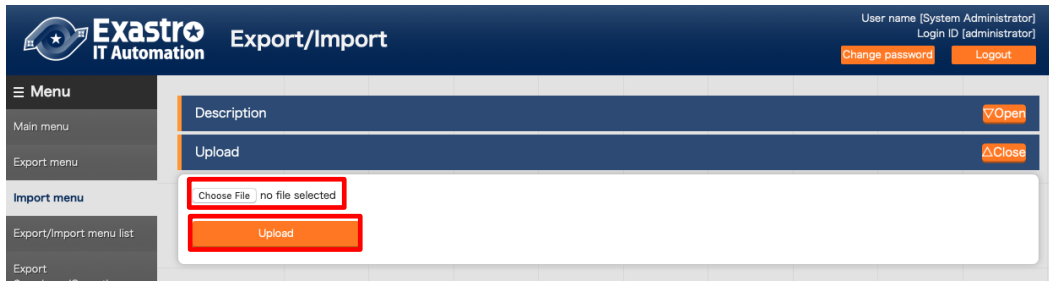


Figure 3-3 Menu import screen(1)

- (2) The list of the menu in the imported file is displayed. Select the menu to import then click the [Import] button. Please click [Import (without discarded data)] to import the menu without discarded data.

The menu whose checkbox is checked will be imported.

Please uncheck the menus that are not needed to be imported.

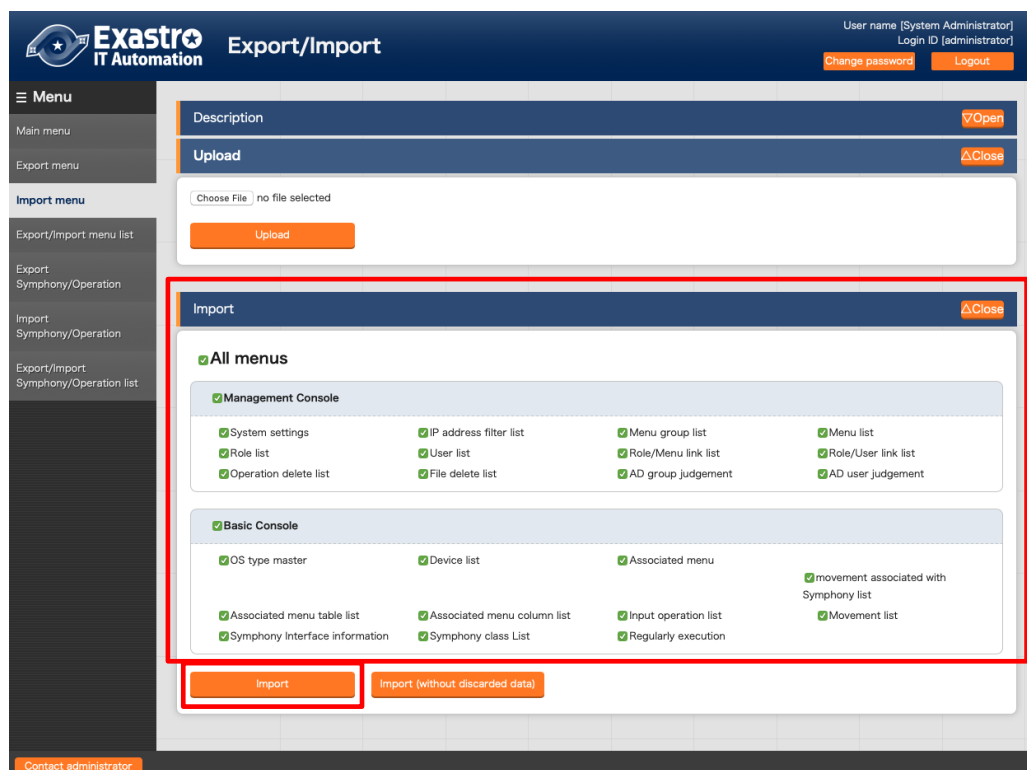


Figure 3-4 Import menu screen(2)

- (3) Move to the registration menu. Users can check the status of the migration in the [Export/Import menu list] by clicking the [Export/Import data list] button.



**Figure 3-5 Menu import screen(3)**

### 3.3 Export/Import menu list.

Manage the status of the exportation executed in "Export menu" and importation executed in [Import menu].

The status will change in the order of "Unexecuted", "Executing", "Completed".

The execution type will display "Export" or "Import".

The import type will be "Normal" or "Without discarded data" if the execution type is import.

Please click the filter button and confirm that the status is "Completed".

In the case of export, if the status is "Completed", the exported data will be displayed in the "File name" column. Please download and use it. In the case of import, the imported data will be displayed in the "File name" column.

If error occurred during import execution, the status will become "Completed (error)".

The screenshot shows the 'Export/Import' menu list interface. The sidebar menu includes 'Main menu', 'Export menu', 'Import menu', and 'Export/Import menu list'. The main area displays a 'Display filter' section with various search criteria and a 'List' section showing a table of execution records. A red box highlights the first four rows of the table, which all have a status of 'Completed'.

Execution No.	Status	Execution type	Import type	File name	Last update date/time	Last updated by
1	Completed	Export		ita_exportdata_20200301065314.kym	2020/03/01 06:53:14	Data portability procedure
2	Completed	Export		ita_exportdata_20200301081107.kym	2020/03/01 08:11:09	Data portability procedure
3	Completed	Export		ita_exportdata_20200424100037.kym	2020/04/24 10:00:37	Data portability procedure
4	Completed	Import	Normal	4_ita_exportdata_20200424100037.kym	2020/04/24 10:04:07	Data portability procedure

Figure 3-6 Export/Import menu list

Table 3-1 List screen item list (Export/Import menu list)

Item	Description
Execution No.	Auto generated unique number.
Status	Changes in the order of "Unexecuted", "Executing", "Completed". If error occurred during execution, the status will become "Completed (error)".
Execution type	Export or Import
Import type	If the Execution type is "Import", "Normal" or "Import (without discarded data)" will be displayed.
File name	In the case of export, if the status is "Completed", the exported data will be displayed in the "File name" column. Please download and use it. In the case of import, the imported data will be displayed in the "File name" column.

### 3.4 Export Symphony/Operation

Specify Symphony or operation and export the data associated with it.

For information about the associated data, please refer to “[4.1 About the data that can be retrieved by Export Symphony/Operation](#)”.

This function is assumed to be used for exporting data from one ITA environment and then import the data into another ITA environment.

While “Export menu” exports the data of the whole menu, this function exports data in the unit of associated.

- (1) Select the Symphony and Operation to export and click the “Export” button.

The screenshot shows the 'Export/Import' interface in the Exastro IT Automation system. The left sidebar contains a 'Menu' section with options: Main menu, Export menu, Import menu, and Export/Import menu list. The 'Export Symphony/Operation' option is selected. The main area displays two tables for selection. The first table, 'Symphony [Filter]', has columns: Select, Symphony class ID, Symphony name, Description, Remarks, Last update date/time, and Last updated by. A row with ID 1 and name 'Example\_Symphony' is selected, indicated by a green checkmark in the 'Select' column. The second table, 'Operation [Filter]', has columns: Select, No., Operation ID, Operation name, Scheduled date for execution, Last execution date, Remarks, Last update date/time, and Last updated by. A row with ID 1 and name 'OP1' is selected, also indicated by a green checkmark in the 'Select' column. Both tables show a 'Filter result count: 1'. At the bottom, there is an 'Export' button and a 'Contact administrator' link.

Figure 3-7 Export Symphony/Operation(1)

- (2) Move to the registered screen. Click the 「Export/Import Symphony/Operation list」 button, then the screen moves to the 「Export/Import Symphony/Operation list」 menu. Users can check the status of exportation and retrieve exported data.

The screenshot shows the 'Export/Import' interface in the Exastro IT Automation system. The left sidebar contains a 'Menu' section with options: Main menu, Export menu, Import menu, and Export/Import menu list. The 'Export Symphony/Operation' option is selected. The main area displays a message: 'The Symphony/Operation export process has been registered.' Below the message, there is a button labeled 'Export/Import Symphony/Operation list' which is highlighted with a red box.

Figure 3-8 Export Symphony/Operation(2)

### 3.5 Import Symphony/Operation

Import the data exported in [Export Symphony / Operation] menu.

※The data to be imported is imported using the unique item of the data as a key (the numerical value at the left end of the table). If data of the unique item already exists, existing data will be overwritten.

※The last modified person of the data after the import will be the user who executed the import.

※For example, in this function it is assumed that data registered in the A environment is exported, and imported into the B environment to execute work. If users edit the data after importing into the B environment, each function may not work properly.

- (1) Select the file to import then click the “Upload” button.



Figure 3-9 Import Symphony/Operation (1)

- (2) List of Symphony and Operation in the imported file is displayed. Select the Symphony and operations to import and press the “Import” button.

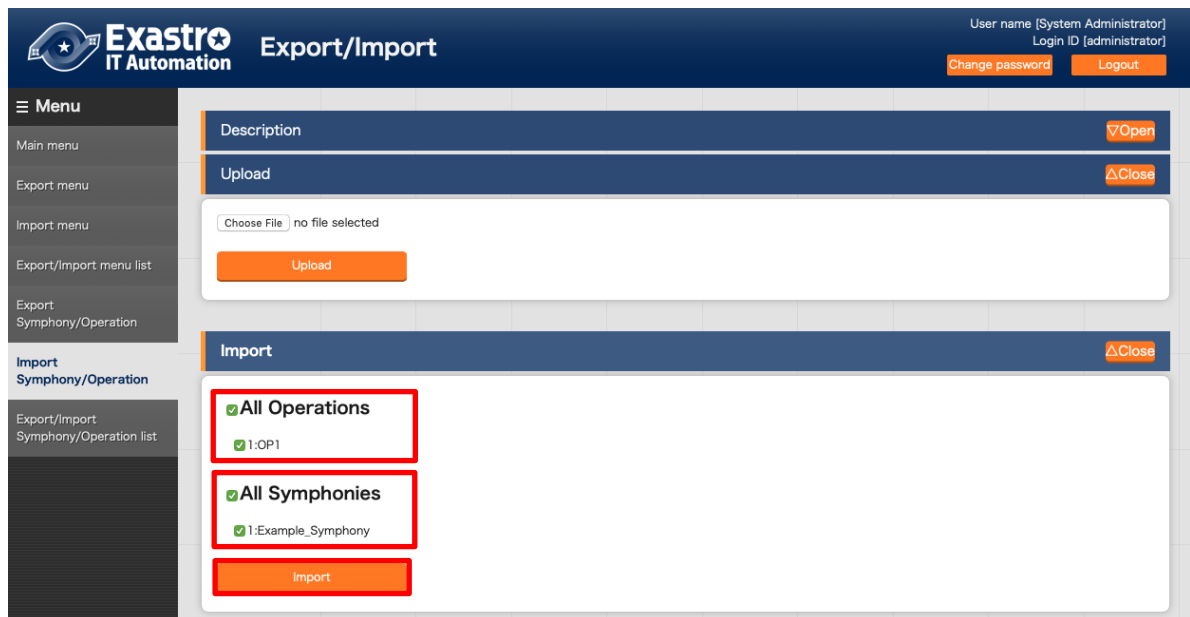
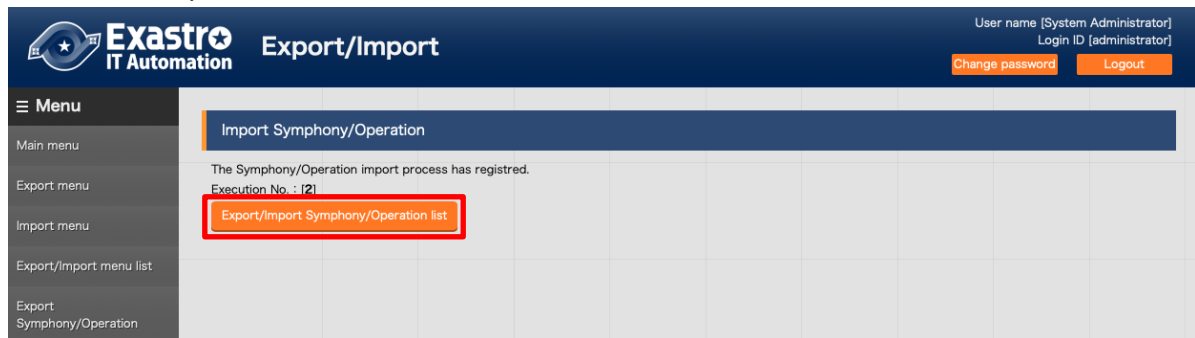


Figure 3-10 Import Symphony/Operation(2)

- (1) Move to the registered screen. Click the 「Export/Import Symphony/Operation list」 button, then the screen moves to the 「Export/Import Symphony/Operation list」 menu. Users can check the status of importation.



**Figure 3-11 Import Symphony/Operation(3)**

## 3.6 Export / Import Symphony/Operation list

Manages the status of exports performed in the [Export Symphony /Operation] menu and the status of imports performed in the [Import Symphony /Operation] menu.

The status changes in the order of "Unexecuted", "Executing" and "Completed".

The processing type displays 「Export」or 「Import」.

When Export is "Completed", the exported data will be displayed in "File name" column. Please download and use it. In the case of import, the imported data is displayed in "File name" column.

The ID of selected Symphony and Operation are displayed in "Remarks".

Figure 3-12 Export/Import Symphony/Operation list

The list of the items in the screen are as follows.

Table 3-2 List screen item list (Export/Import Symphony/Operation list)

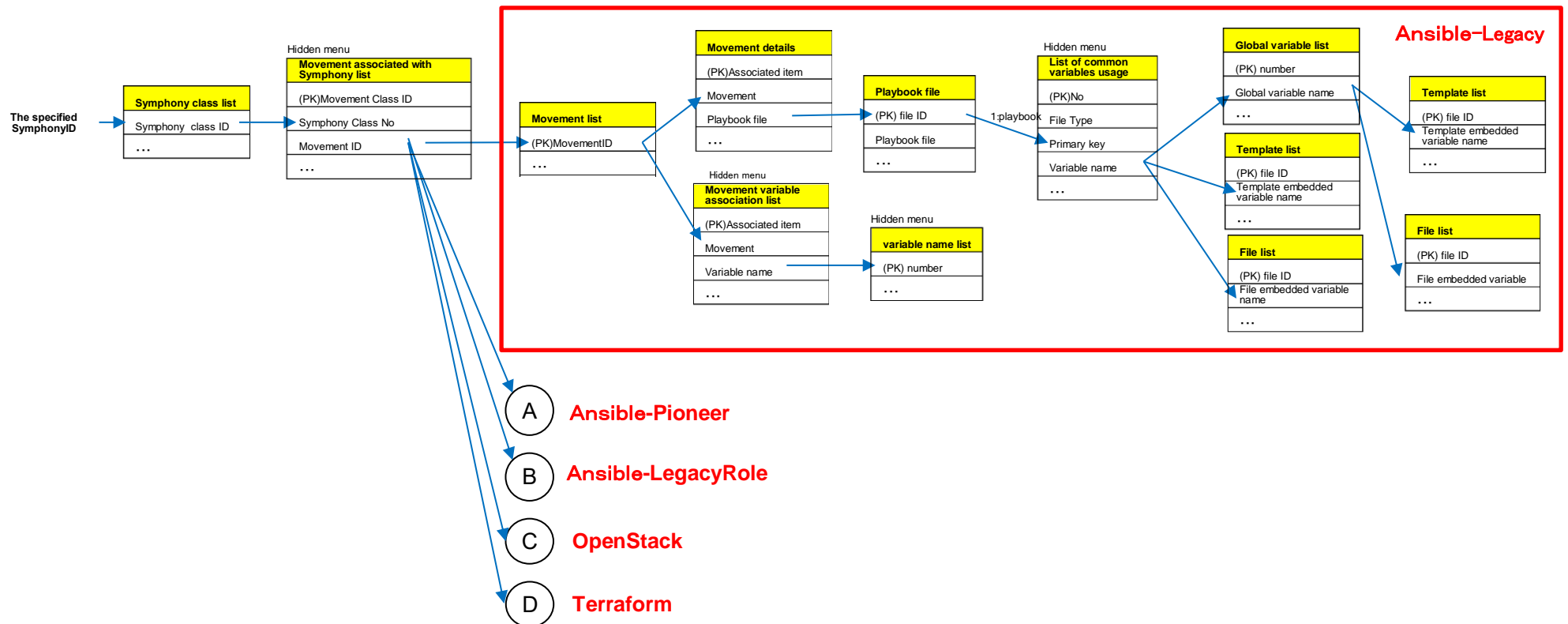
Item	Description
Execution No.	Auto generated unique number.
Status	Changes in the order of "Unexecuted", "Executing", "Completed". If error occurred during execution, the status will become "Completed (error)".
Execution type	Export・・・Export Symphony/Operation Import・・・Import Symphony/Operation
File name	In the case of export, if the status is "Completed", the exported data will be displayed in the "File name" column. Please download and use it. In the case of import, the imported data will be displayed in the "File name" column.
Remarks	The ID of the selected Symphony and Operation are displayed.

## 4 Remarks

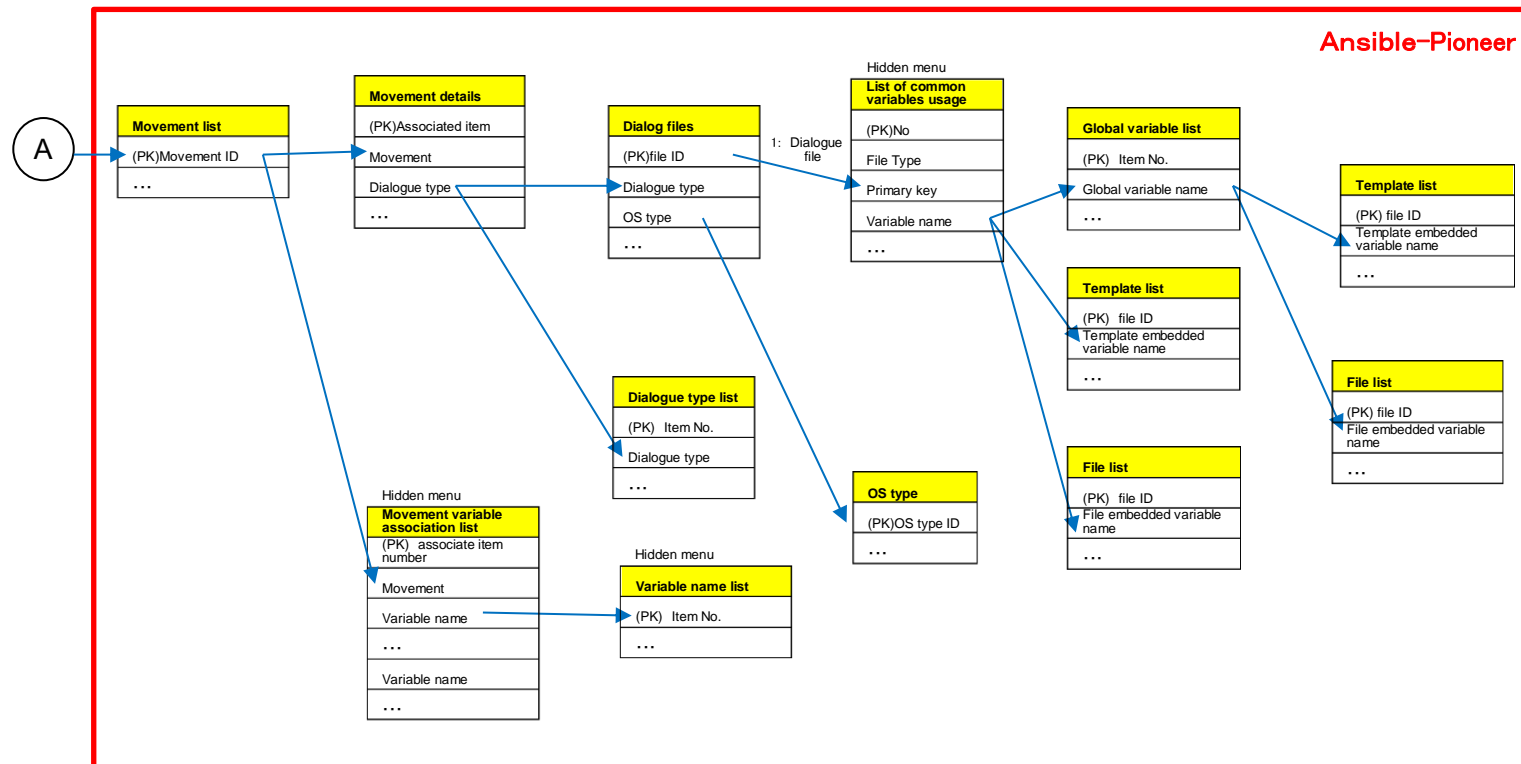
## 4.1 About the data that can be retrieved by Export Symphony/Operation

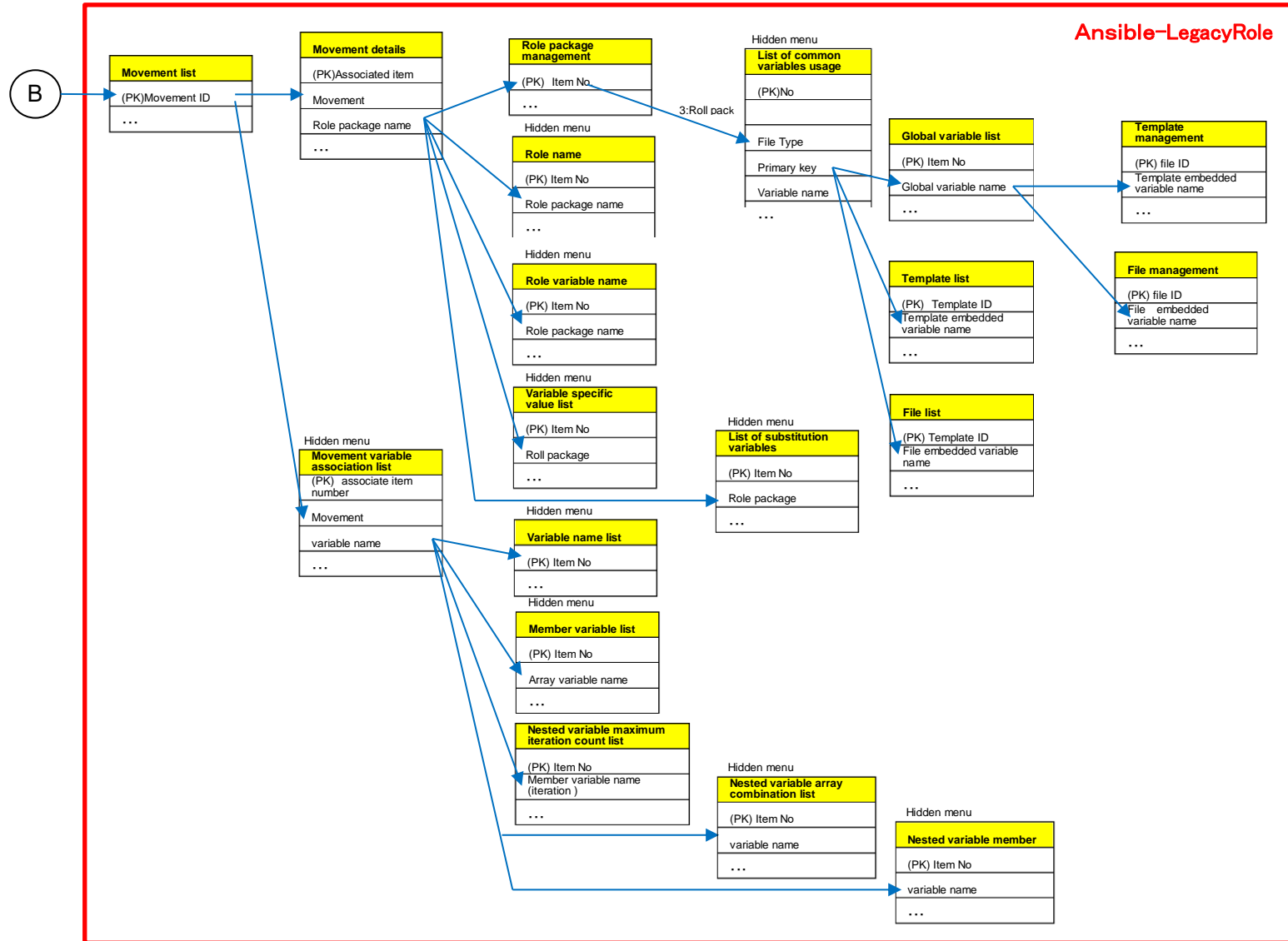
The data acquired by Export Symphony/Operation is retrieved by following the linked menu. The link of each menu is as follows.

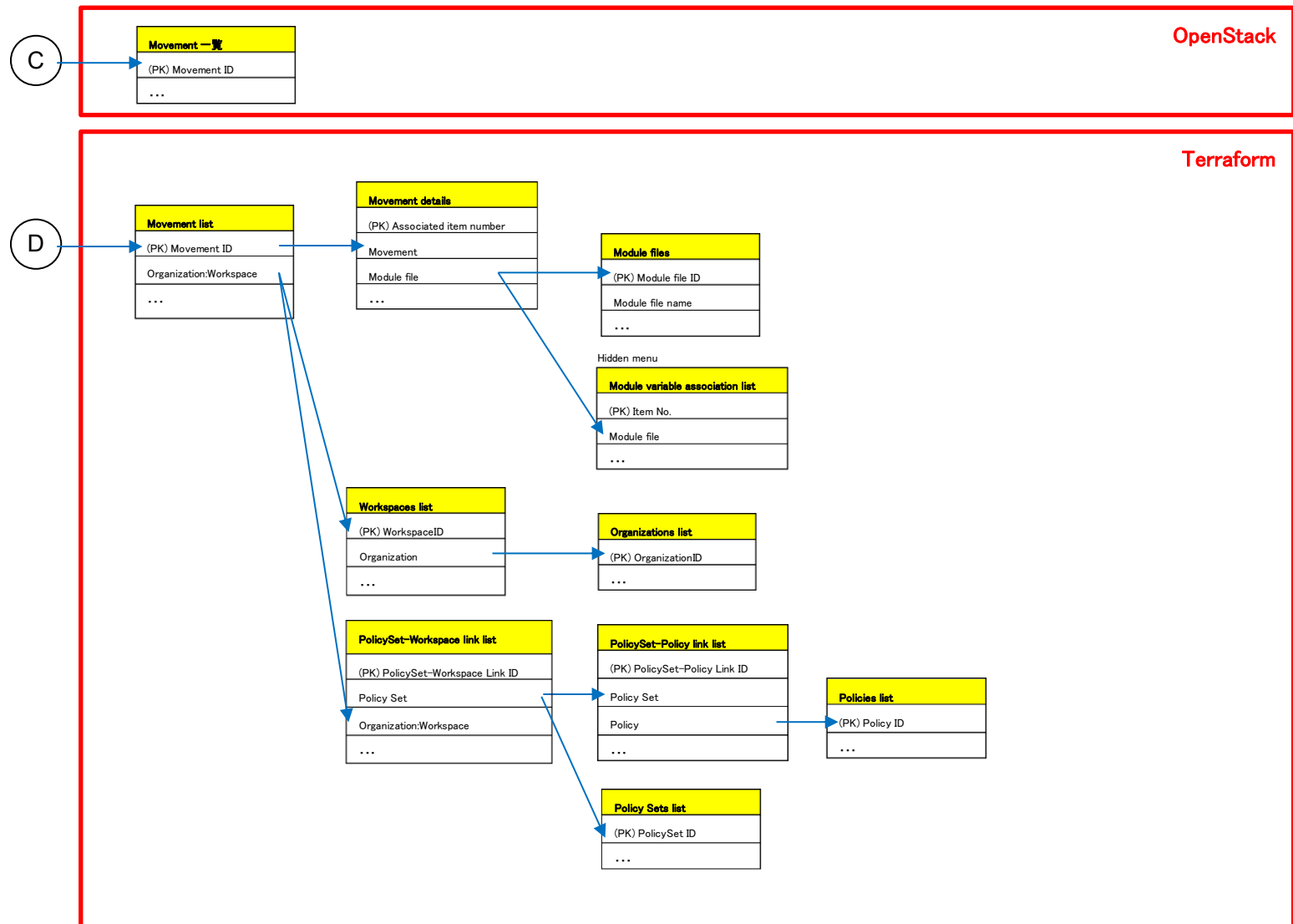
### 4.1.1 Export Symphony











#### 4.1.2 Export Operation

