Instructions for using the Python scripts in a Windows environment

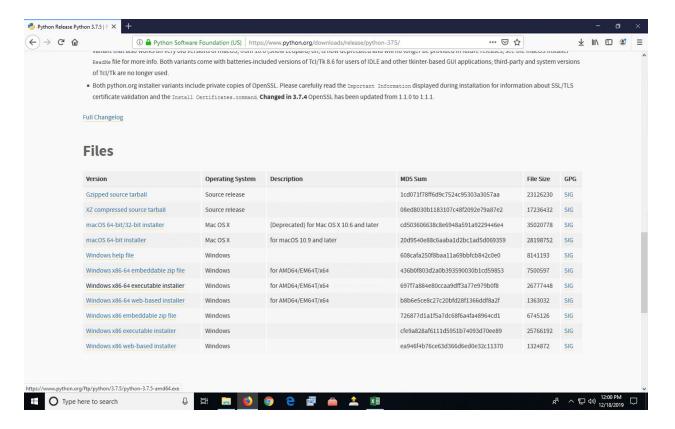
You need to install Python 3.7.5 on your Windows machine in order to run the script.

Download Python from this link:

https://www.python.org/downloads/release/python-375/

Download the **Windows x86-64 executable installer** for 64-bit machines or the **Windows x86 executable installer** for 32-bit machines (I think the 32-bit installer will work on 64-bit machines, but if you have 64-bit, you should choose that installer)

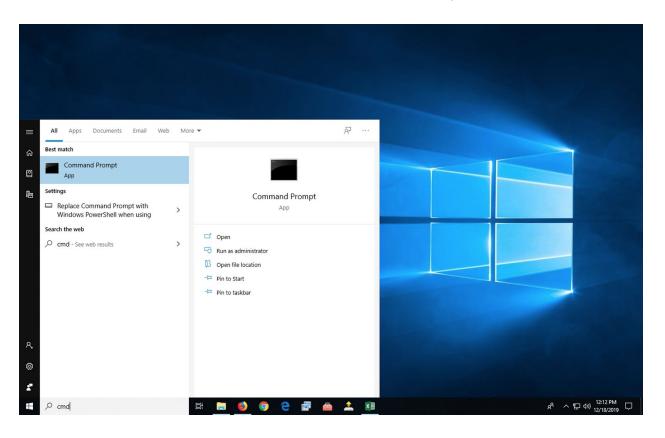
Make sure that you select the executable installer



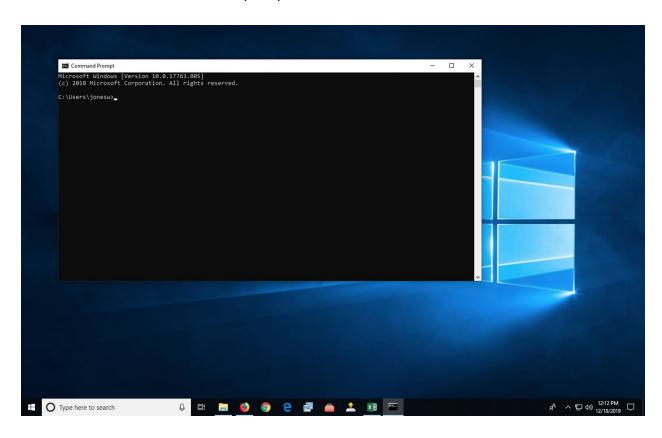
Run through the install:



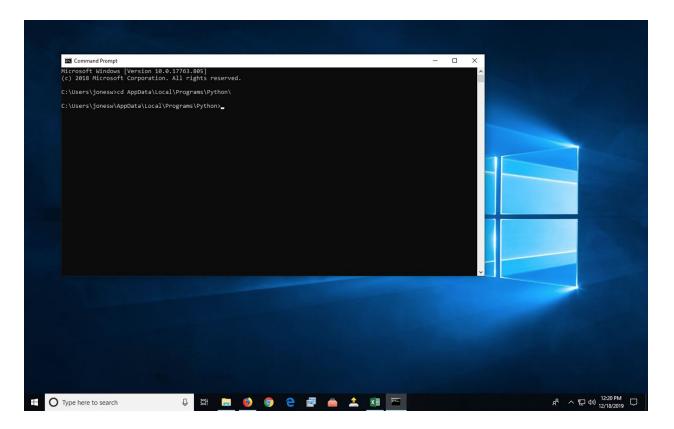
After the installation is complete, click on the Windows button and type **cmd** and hit Enter:



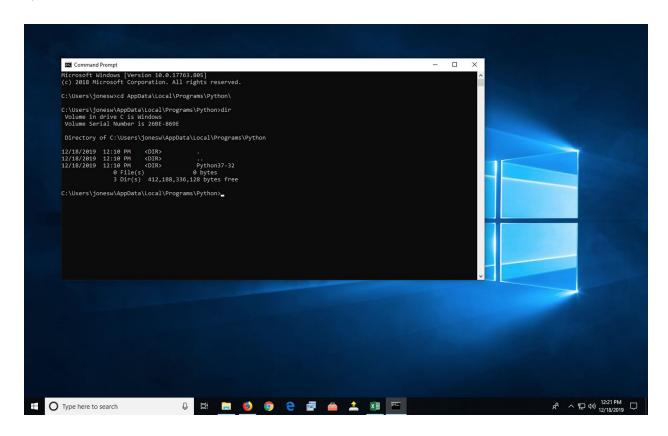
You should now have a command prompt:



Type (or copy & paste) this text into cmd and hit Enter: cd AppData\Local\Programs\Python\



Type: dir and hit Enter:



This will show you the name of the folder that Python is located in. For me, the folder is called Python37-32 (because I installed the 32-bit application). Your folder may be called Python37 if you installed the 64 bit version.

Type in cd [and then the name of the folder], for instance:

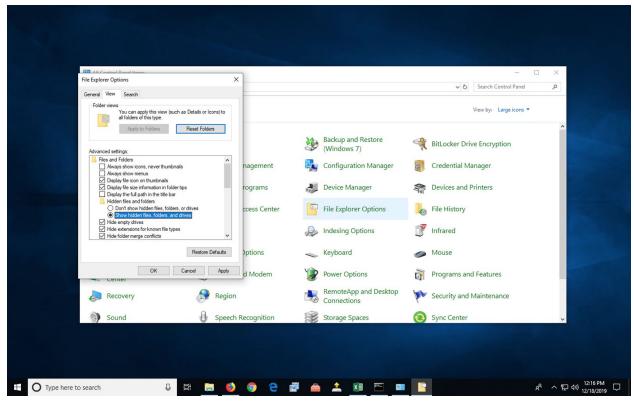
cd Python37-32

```
C:\Users\jonesw\AppData\Local\Programs\Python\Call\Programs\Python37-32\_

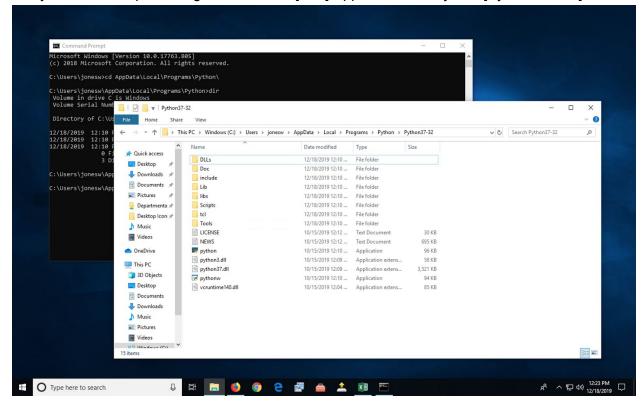
C:\Users\jonesw\AppData\Local\Programs\Python>dir
Volume in drive C is Windows
Volume Serial Number is 268E-869E

Directory of C:\Users\jonesw\AppData\Local\Programs\Python
12/18/2019 12:10 PM \ OIR> \ ...
12/18/2019 12:10
```

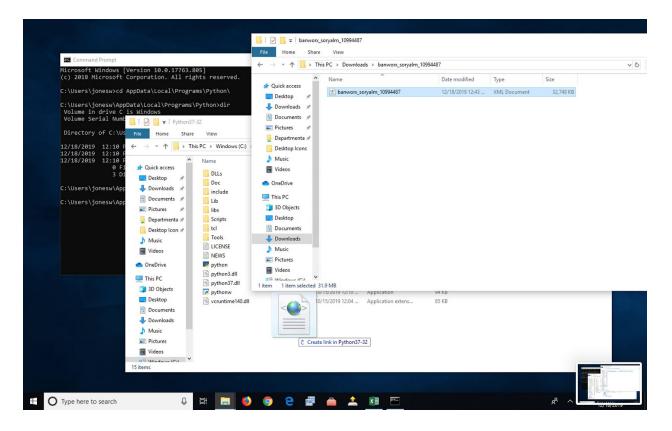
Now you need to place your XML file into the same folder location that you accessed in the Command Prompt. To do this, you'll need to show hidden files and folders. Go to Control Panel, then Folder Options, then the View tab, then enable Hidden Files and Folders:



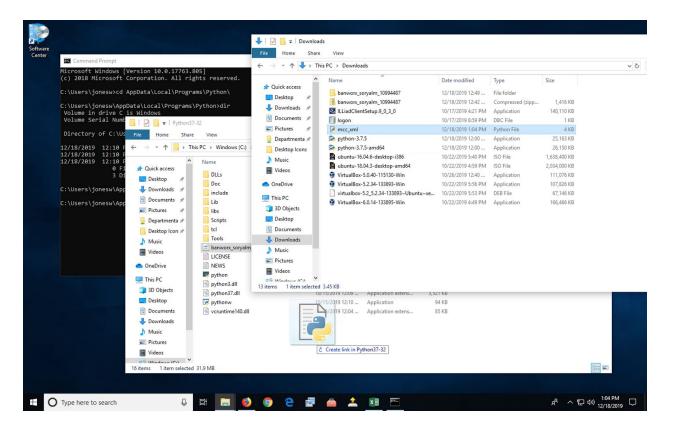
Use your Folder Explorer to get to C:\Users\[You]\AppData\Local\Python\[Python Folder]:



Then drag and drop your XML file into the Python folder:



And drag the Python script (in this case, mcc_xml.py) into that folder as well:



Now we need to type in the command into the Command Prompt to run the file. The command structure is three strings of characters that are each separated by a space. The first string is 'python' [this is the program], the second string is 'mcc_xml.py' [this is the Python file to use], and the third string is the 'banworx_soryalm_10994487.xml' [this is the name of the XML file to process].

The command looks like this:

python mcc_xml.py banworx_soryalm_10994487.xml

You can use the TAB key to autocomplete the second and third string. For instance, if you type 'python mcc' and press the TAB key, it will finish the second string with 'mcc_xml.py'. You can do this with the banworx file as well. If you type in 'python mcc_xml.py ban' and press the TAB key, it will finish the name of the file. If there are two files with similar names, you will need to type the characters in the string up to the part where the two file names are different for the TAB autocomplete to work.

Once you type in:

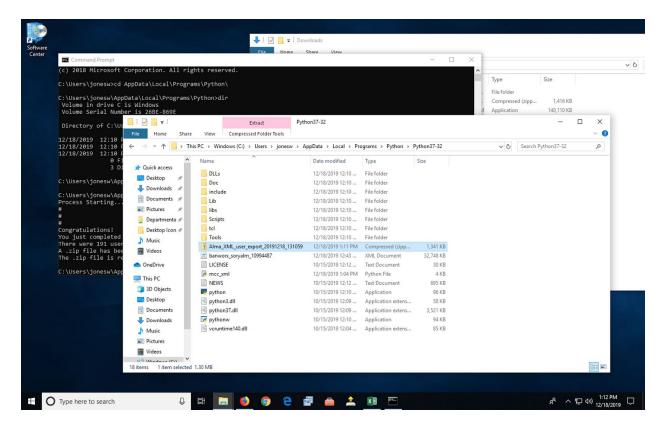
python mcc_xml.py banworx_soryalm_10994487.xml

Press the Enter key

You will then get a notice that the script has started and (hopefully) a confirmation message letting you know the number of records processed, and how many users did not have a local address:

```
Command Prompt
                                                                                                                                          П
(c) 2018 Microsoft Corporation. All rights reserved.
C:\Users\jonesw>cd AppData\Local\Programs\Python\
C:\Users\jonesw\AppData\Local\Programs\Python>dir
 Volume in drive C is Windows
Volume Serial Number is 26BE-869E
 Directory of C:\Users\jonesw\AppData\Local\Programs\Python
12/18/2019 12:10 PM
12/18/2019 12:10 PM
12/18/2019 12:10 PM
                             <DIR>
                                              Python37-32
                           <DIR>
                 C:\Users\jonesw\AppData\Local\Programs\Python>cd Python37-32
C:\Users\jonesw\AppData\Local\Programs\Python\Python37-32>python mcc_xml.py banworx_soryalm_10994487.xml
Process Starting...
Congratulations!
You just completed processing 16,259 patron records
There were 191 users without a local address. You might want to check these out.
A .zip file has been created with the filename: Alma_XML_user_export_20191218_131059.zip
The .zip file is ready to be uploaded to the Alma SFTP server
C:\Users\jonesw\AppData\Local\Programs\Python\Python37-32>_
```

The exported .zip file will be in the Python folder for you to upload to Alma:



That's it!