

Cheat-Sheet to Import OneNote Pages to Basket

Pre-Requisites (On OneNote machine)

You need to extract xml version of OneNote Pages. For this, you could either use a small GUI tool called DevPal (explained below); or you could script using OneNote Powershell Provider (See: <http://bdewey.com/2007/07/18/onenote-powershell-provider/>)

Install OneNote DevPal add-in from <http://flimflan.com/blog/OneNoteDevPal.aspx>. After installation, you will see **DevPal** button on the OneNote Toolbar:



Steps to Import OneNote Pages to Basket

Exporting OneNote Pages

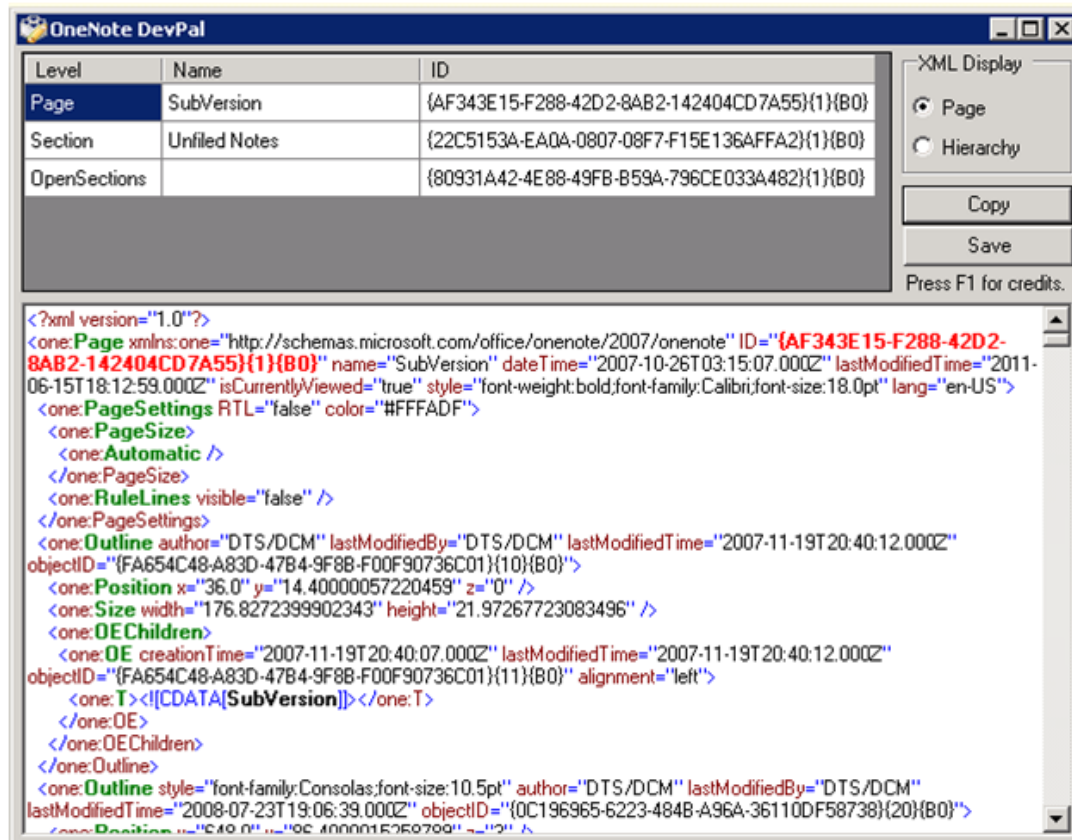
1. Open OneNote and navigate to the page which needs to be exported to Basket
2. From the OneNote toolbar, click on 'DevPal' icon. DevPal will popup with a window and will show the page content in XML

NOTE: If DevPal popup isn't visible, click on its app Icon on Taskbar:



NOTE: Give sometime for OneNote DevPal to come with xml data. For large OneNote page, it may even take couple of minutes!

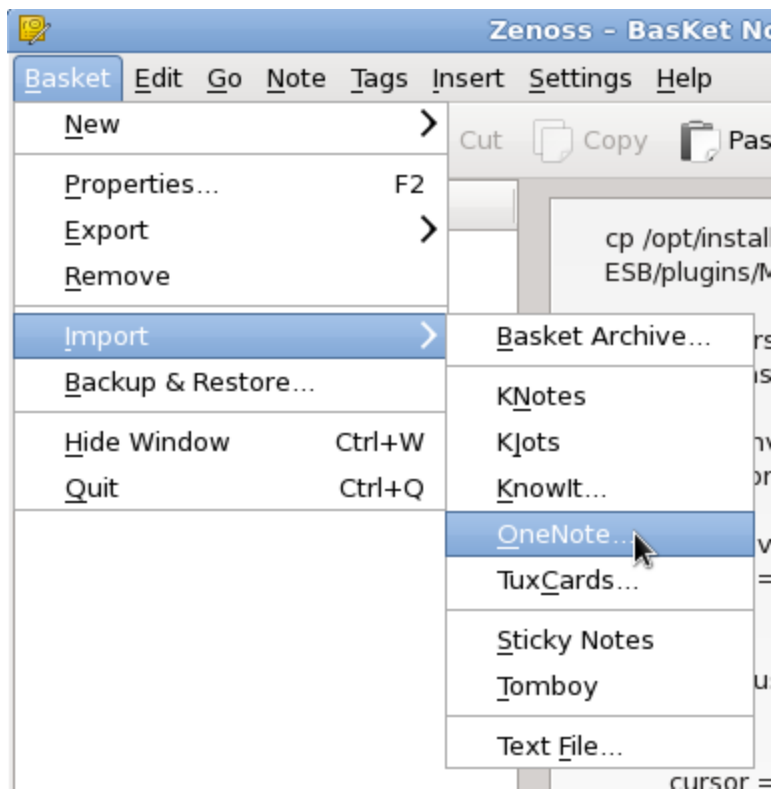
3. In DevPal window, make sure to select xml for XML Display option of "Page"



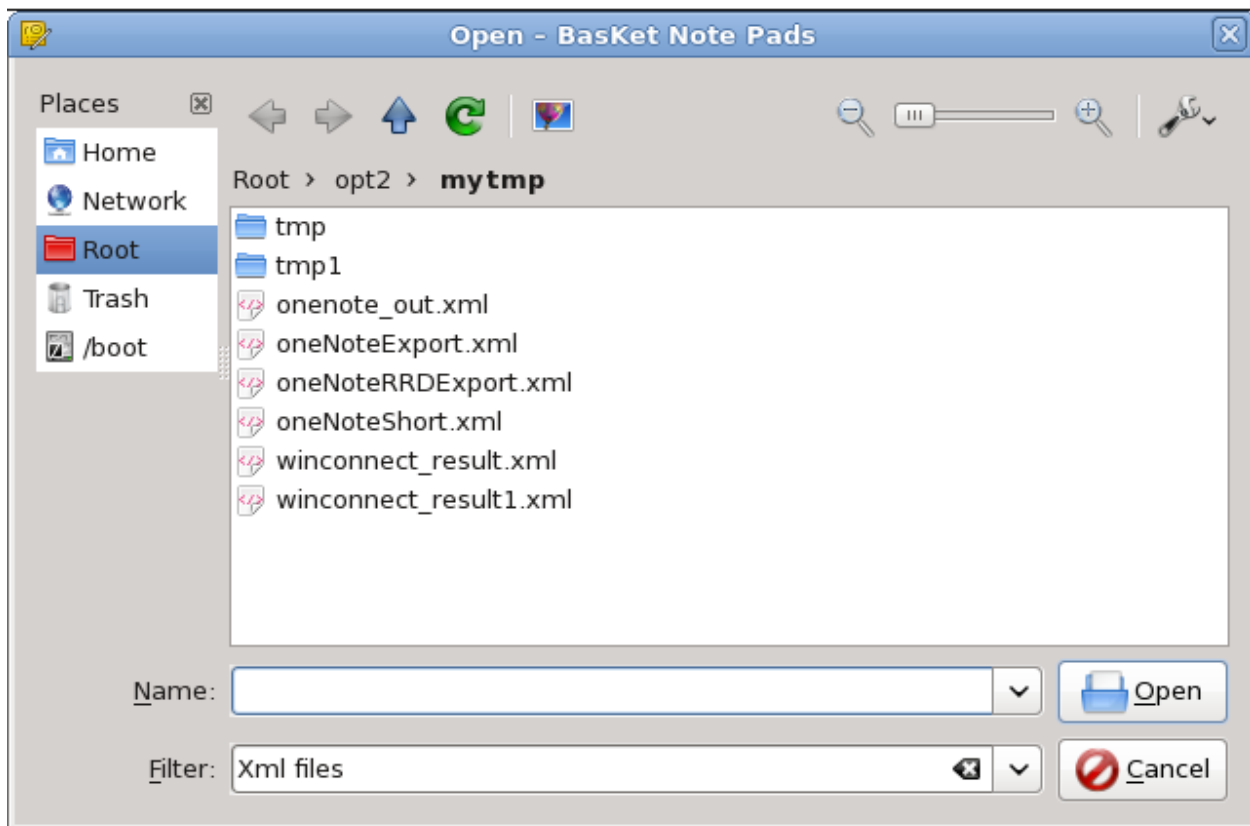
4. Save the xml to file
5. Ship the xml file to machine with Basket for import.

Importing OneNote XML

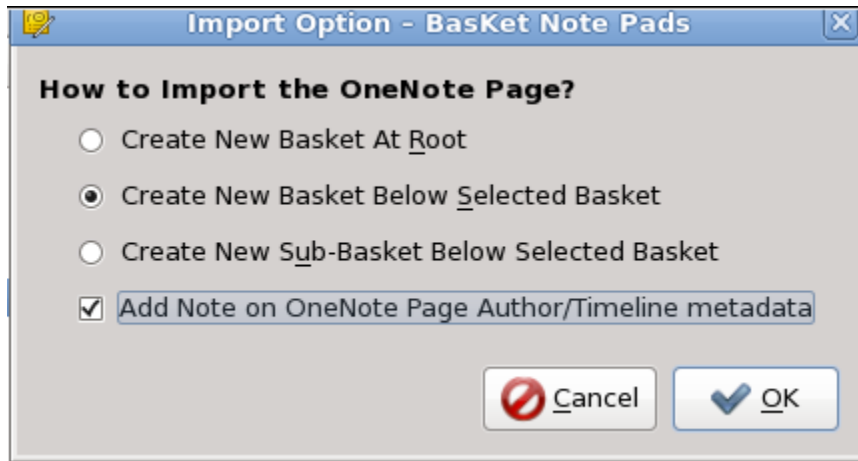
6. From the Basket menu, click on Import → OneNote



7. This will bring pop-up to select the XML file



8. Next step will be to select if the new page in Basket will be main page or a sub-page :



Import Option Dialog Details

- Selecting Option "Create New Basket At Root" will import all parts of OneNote page as notes in a new basket at top level of Basket
- Selecting Option "Create New Basket Below Selected Basket" will import all parts of OneNote page as notes in a new basket under currently selected Basket
- Selecting Option "Create New Sub-Basket Below Selected Basket" -- TBD
- Checking Option "Add Note on OneNote Page Author/Timeline metadata" will import OneNote's page metadata such as Author, Create Date, Last Updated Date as a text note in the new basket

9. Click OK to finish the import process and you will see the OneNote contents in Basket

