AZ Water (ADWR

Karen Fisher

Into CSV file or XML:

http://customer.docushare.xerox.com/s.nl/ctype.KB/it.I/id.30559/KB.1777/.f

Export a Collection to a comma separated value (csv) file:

To export a Collection to a csv file:

a. Open a command prompt window.

**Change into the Xerox\Docushare\bin directory**

**From the Xerox\Docushare\bin directory type dsexport -f csv -m -p title Collection-XX** and press Enter. Where XX is the Collection handle (number) you would like to export.

Note: This command will only export the handles and titles inside the collection specified. If you require more information to be exported then modify the options and switches in your command. The dsexport command does not delete the Collection in DocuShare, it only exports the Collection information..

Example:

Note: This example will create an export.csv file in the Xerox\Docushare\bin folder.

ADWR only agency that has their data online … They will export their metadata as a Document Object (not called a collection) and put in a WAF. Karen will work on this next week and contact me when it’s ready.

Me: how often do you add docs?

Karen: Couple of months docs are added.

-update every 3 months

-XML export in any WAF will work for us