Importing Data into Pedigree *Master* (PM) from a
Tab-Delimited File (aka from Microsoft Excel or other spreadsheet application)

Note: if you are importing into Pedigree Wizard (PW) the instructions are slightly different. Refer to [this link](#).

1. First get all your data into a regular Excel spreadsheet, with the following columns titles and data. They don't have to be in any particular order right-to-left, PW/PM will find each one during the import.
   - **ID:** This is the 16-character NSIP ID for the sheep you are adding/changing.
   - **Sex:** 1 for male, 2 for female
   - **BT:** birth type, 1 for single, 2 for twin, 3 for triplet, and so on, up to 9.
   - **RT:** rear type- how many lambs did the ewe raise in this batch with this lamb?
   - **CM:** conception method – 1= Natural, 2= ET, 3= AI, 4= Jivet
   - **LAMBEASE:** lambing ease for this birth. 0 – Unobserved, 1 - No Assistance, 2 - Some Assistance, 3 - Hard Assistance, 4 - Abnormal presentation, 5 - other
   - **Status:** Current, Culled, Missing, Reference, Sold , Dead, Unknown (this mostly impacts how reports are printed out: culled, sold, dead etc do not appear in reports by default, though you can get to them if you need to)
   - **BWT:** birth weight value (in pounds, for Katahdins)
   - **DOB:** date of birth in the following format: mmddyy – no slashes.
   - **Sire:** 16 character NSIP ID of lamb's sire.
   - **Dam:** 16 character NSIP ID of lamb's dam.
   - **GRP:** group number of birth group (if you are separating birth groups).
   - **WGRP:** group number of weaning group (if you have more than one management group, e.g. wethers, bottle lambs, etc.)
   - **EPGRP:** group number for (early = 120 days) post-weaning group, if you have more than one management group between weaning and post-weaning.
   - **WDDMM:** date of weaning weight (again, same format as DOB, above).
   - **WWT:** weaning weight (@ 40-120 days)
   - **EPDDMM:** date of early post-weaning weight (again, same format as DOB, above).
   - **EPWT:** early post-weaning weight (@ 160-340 days)
   - **PWDDMM:** date of post-weaning weight (again, same format as DOB, above).
   - **PWWT:** post-weaning weight (@ 150-210 days)
2. Clean up the data-don't leave any blank cells, or PM will get confused when importing and the fields will get offset. For instance, if you have an unknown sire, give him the unknown sire ID (UNKSRE) rather than leaving that cell blank. If you truly have no data for a cell, put an asterisk there (*) to indicate it is a blank field.
3. Use a fixed-width font (such as Miriam Fixed) in the Excel file to help you scan and spot errors in length of strings- for example, a missing or extra digit or character in the sheep's ID.
4. Save your Excel file as you normally would save an Excel file, so you have a record of this file.
5. Now do a "Save-as" and save the file as a tab-delimited text file. (Alternatively, you can copy/paste the cells into Notepad, and save that file as a .txt file).
6. Go to the Reports and Utilities button, then the "Advanced" tab, then the "Importing" tab.
7. It's a good idea to do a backup here before you do your import. Choose the "Create Internal Backup" button. A dialog box will tell you the location of the saved file.
8. Select the "General Importing" button. Click the "select file" button, and navigate to the text file you saved out of Excel.
9. Click the "View file to import" button if you'd like to browse the file it's about to upload, to verify you've chosen the right file.
10. Click the "Import file" button.

11. One or more dialog boxes will pop up. The success dialog box has a strange message that just says "*," with an OK button, then a second "import finished" button will appear. In the main window, it'll tell you how many records it imported. If this doesn't look right, go back and troubleshoot the file.

12. Click the "Check Main Data Table" button. This will show you how all the fields imported. It's worth going through this carefully, because it'll help you spot errors in your data. Scroll up and down through each column, scanning for odd-looking data, like IDs which do not match in length to the rest of the 16-character IDs, or data that ended up in the wrong fields. You can use the tab key to navigate to the right, there are many columns of data, most of them will be blank. You can edit data right in these fields if you notice minor errors. But if you notice a lot of errors, it may be easier to go back to your Excel spreadsheet; correct the data, re-save, and import it again. Note that at this stage, the data is only partially imported into a temporary database, so you can repeat these steps multiple times until you are happy with the import.

13. You can skip the "check visual table" button unless you are also importing data that will go into the visual traits fields (which we don't normally use in NSIP).

14. Once you are satisfied that all the data looks like it imported correctly, then click the "Update to main database" button, which will bring the data from its temporary location into your actual NSIP database. You'll get a confirmation dialog box telling you how many records were added and/or modified. Click OK to this and the next confirmation dialog box.

15. Note that there is an "undo import" button at the bottom, in case you have any doubts. This helps exit the screen gracefully and unlock the underlying text file, so you can go back and edit it.

16. Now, you are done- your data should be successfully combined with your existing data! You can close out this window, and go back to the main Pedigree Display window to browse the new data you've entered.

17. Note that you can re-do this process if you realize there were mistakes in your data, and PM will overwrite previously imported data. PM will prompt you to approve or deny changes to existing records, so you'll know for sure if you are modifying data that you've previously entered or imported.

Click on this link to open an example Excel spreadsheet from the katnsip.com website.

Links to help pages:

This page, on the bottom two links, explains the data fields, what is expected in them (units, codes etc) and the error checking that PW does when the data is coming in. I only listed the fields above that generically apply for Katahdin folks, but there may be more fields you choose to use, and you can find their descriptions here.

http://kidplan.mla.com.au/pedigreewizard/

You can find some additional help on Pedigree Master here: http://kidplan.mla.com.au/pedigreemaster/