

The list of the titles that you have selected to buy—that is, there is a positive green quantity for the item—can be exported out of Above the Treeline and then imported into BookLOG, and that procedure is described in this document. You will need version 7.3.130 or later of BookLOG, and all book items you import will have an ISBN-13 only.

## Exporting from Above the Treeline

### Step 1: Set your criteria

Only the titles that meet the criteria of your filters at the top of the Buy/Return screen will be included in the BookLOG ROSI file, and of those, only title that have a quantity of 1 or more to “buy.” No returns (red negative numbers) will be included. All titles that meet these criteria will be exported, even if you are only displaying some of them on the page.

You may want to export all titles, or perhaps only the ones for a particular imprint. The imprint names for only titles that are on your Buy/Return list will appear in the **Imprint** drop-down list. Or, you may want to export only the titles that you put on the list, not other staff members’ selections. You can choose from the list of user names in the **Source** drop-down list. There is no need to select an **Action Type** as the file will always include only the buys.

The screenshot shows the 'Buy & Return List' interface. On the left, it displays 'Buy & Return List' with a dropdown for 'All Stores', a timestamp 'Run on 04/11/07 at 5:34:58 PM by JohnAdmin', and buttons for 'Save Qty Changes' and 'Remove Qty For All Displayed'. The main area contains several filter dropdowns: 'Action Type' (All), 'Imprint' (Warner Books), 'Publisher' (All), 'Source' (All), 'Your Category' (All), and 'Industry Cat.' (All). To the right, there is a 'Titles Per Page' dropdown set to '10', a 'Create BKL File' button, and financial summary: '\$ To Buy: \$109.75' and '\$ To Return: -\$6.99'. A red box highlights the filter dropdowns, and a red arrow points to the 'Create BKL File' button.

Set criteria for the group of titles you wish to export

Click here to create an export file. No need to increase the Title Per Page displayed - all titles that meet criteria and are marked as buys will be included.

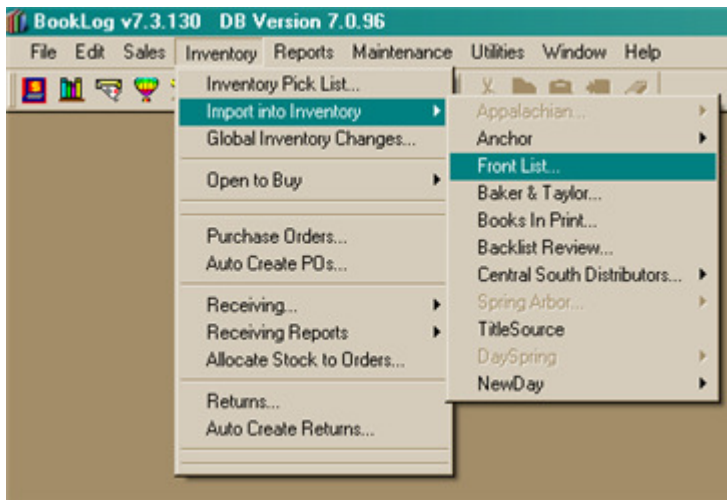
### Step 2: Export and Save the file

To download the titles, click on **Create BKL File**. You will be prompted to either: **OPEN**, **SAVE** or **CANCEL**. Click **SAVE**, and then navigate through Windows Explorer to save the file either to your desktop, or to another folder that you will be able to find easily when you import into Booklog. The default filename is ROSIFile.txt.

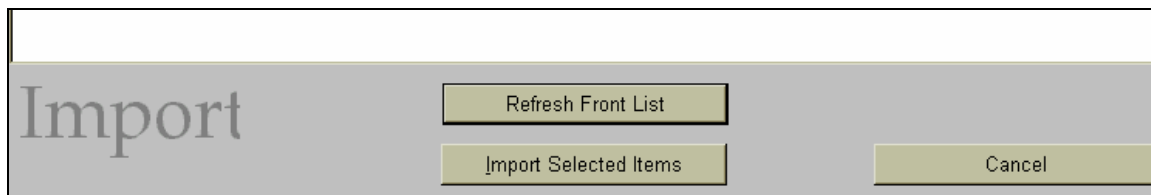
## Importing Titles into Booklog

After you have saved and downloaded the file from Above the Treeline, you can import the titles directly into BookLOG.

- 1) Select to **Inventory>Import into Inventory> Frontlist** as shown below.



- 2) Click on the **Refresh Front List** button on the lower part of the window to access your downloaded file.



- 3) Navigate to find and select your Above the Treeline ROSI file, then click on the **Open** button. The titles will appear in your Import screen as shown below.

Category	Quantity	ISBN	Title	Author	Price	Month
	1	9780061157912	100 SIMPLE SECRETS OF HAPPY PE	Niven, David	\$11.95	/
	1	9780061132216	101 MOST INFLUENTIAL PEOPLE WH	Lazar, Allan	\$13.95	/
	1	9780060849986	ADVENTURERS HANDBK	Conefrey, Mick	\$14.95	/
	1	9780764588921	Frommer's Hawaii with Map	Foster, Jeanett	\$19.99	/
	1	9780764589027	Frommer's Maui with Map	Foster, Jeanett	\$17.99	/
	2	9780143037149	MEMORY KEEPERS DAUGHTER	Edwards, Kim	\$0.14	/

- 4) Using the pull-down **Category** menu, select the category for each title you are importing. If you decide not to import a particular title, set the quantity to 0, and you need not select a category for that item.
- 5) If you want to change order quantities, adjust them in the **Quantity** column.
- 6) Click on the **Import Selected Items** button and you'll see the following screen.

Fill out with the appropriate values, see below for details.

Entry Field	Definition	What to Enter
<b>Vendor 1</b>	Vendor code that will be entered in the Vendor 1 field in the inventory.	Using the pull-down arrow, select the vendor code that you would like to appear in the first vendor field of the inventory record for each item you're importing.
<b>Vendor 2</b>	Vendor code that will be entered in the Vendor 2 field in the inventory.	Select the vendor code that you would like to appear in the second vendor field of the inventory record for each item you're importing.
<b>Vendor 3</b>	Vendor code that will be entered in the Vendor 3 field in the inventory.	Select the vendor code that you would like to appear in the third vendor field.
<b>Publisher</b>	Publisher code that will be entered in the Publisher field in the inventory.	Using the pull-down arrow, select the publisher code that you would like to appear in the publisher vendor field of the inventory record for each item you're importing.
<b>P.O. Vendor</b>	Vendor code for the PO you want to create.	Select the vendor code for the draft purchase order you are creating with the imported titles. This is the only field that is required to move to the next step.
<b>P.O. Reference</b>	Notes for your reference.	Enter notes to identify the purchase order.

- 7) Click OK. Then all the items with an order quantity of one or more will be added to your BookLOG system, if they are not present already. They will also be placed on a draft purchase order with the name (if any) you created in the P.O. reference field.