CHART OF ACCOUNTS DATA TRANSMISSION FILE RECORD FORMATS

The Data transmission file is in the form of an ASCII comma-delimited text file, each record of which contains ONE "active" value and it's associated account code (plus indices if the account code refers to a multi-line list of values, or a "matrix" or array of values which may encompass multiple rows and/or columns), followed by a single final "End_of_Data" record. The data file may also contain optional "Comment" records if desired. Beginning with Sextant version (q), exception (error) conditions detected while reading a data transmission file, other than a data or hardware error, will normally result in an error message which allows for either process termination or continuation (error bypass).

For all record types except the "End-Of Data" record, the VALUE (or MESSAGE) field is <u>required</u> and if omitted will be considered an error (all data records will have been processed anyway).

Examples of the acceptable formats of each of the record types are as follows (where OPTIONAL values are shown between paired Less-than and Greater-than symbols (<>):

A code for which there is only ONE associated value:
    <prefix>,code,value

A code which identifies a particular value within a multi-line list of values:
    <prefix>,code,vindex,value

A code which identifies a particular value within a matrix (or array) of values:
    <prefix>,code,vindex,hindex,value

"Comment" - Informational messages only – the code field is either omitted completely or consists of two consecutive double-quote characters only. The "message" field may be enclosed within paired double-quote characters to designate a "string" value if required:
    <prefix>,<"">, message

"End_Of_Data" (May include <u>optional</u> message text, which may be enclosed within paired double-quote characters to designate a "string" value if required):
    <prefix>,****
        - or -

    <prefix>,****, message

WHERE:

<u>ALL records start with a comma as the first non-blank character except for records which are to be processed using the "MERGE" function ONLY, in which case the comma may OPTIONALLY be preceded by 3 characters consisting of 2 dollar-signs separated by a carat character ($^$,) .</u>

<prefix> = OPTIONAL FOR MERGE FUNCTION ONLY – a 3 character string consisting of 2 dollar-signs separated by a "carat" character, which may or may not be enclosed within paired double-quote characters ($^$, or "$^$",).

code = a valid account code, which must be represented as a text string (enclosed within paired double- quote characters) if the code contains blanks, double-quote (") characters, Carat (^) characters, or is a number which includes leading zeros.

vindex = line number within a multi-line list of values, or row number (vertical index)within a "matrix" (array) of related values (in the range of 1 through n)

hindex = column number (horizontal index) for a value in a matrix (array) with multiple individual values within each individual row (in the range of 1 through n). If hindex is used, vindex must ALSO be specified.

value = the data value associated with the indicated code (and indices if given).

The datatype of "value" is determined by it's first character, as follows:

– this is normally a DATE/TIME value, in a form recognizable by Microsoft Visual Basic (enclosed within paired # characters), which are given a datatype of "Date". Acceptable forms are: #yyyy-mm-dd#, #hh:mm:ss#, or #yyyy-mm-dd hh:mm:ss#. Instead of a date/time value, it may also be a #NULL# value or a Logical value (#TRUE# or #FALSE#)

" – this is a text string (regardless of content), enclosed within paired double-quote characters, which will be given a datatype of "String".

Neither # or " – If ALL characters are numbers, this is a numeric value - which will be given a datatype of "Double". Otherwise, it is assumed to be a text string by default

message = a text string (may be enclosed within paired double-quote characters)

Special Rules for text strings …
- If the text is to contain one or more double-quote (") characters, each such character must be represented by a two character sequence consisting of a "carat" character immediately followed by an apostrophe (^').
- Beginning with Sextant version (q), if a text string is NOT enclosed within paired double-quote characters, and the first character(s) in the string are numbers, such a string may be misinterpreted by the import process as a number, ignoring any subsequent non-numeric characters, or result in an inability to process the affected file correctly (such as causing a "Synchronization Error").

This may be prevented by enclosing the string within paired double-quote characters. Optionally, you may include a comma character as

the FIRST character in such a "quoted" text string. This comma forces such strings to be properly written when creating a comma-delimited MERGE C_R file using Microsoft Excel.   The import process will automatically remove any such first-character comma. If, however, a comma is INTENDED to be the first character of a text string, prefix the comma with a "carat" (^) character. In this case, it is the carat character which gets removed from the text string, leaving the comma intact.

*   If the text is to contain one or more "carat" (^) characters, each such character must be represented by a two consecutive "carat" characters (^^).