

EUROCAT Data Management Software

Import/Export

Import

Introduction

- DMS allows to **import data in bulk** (alternatively to manual entry), either **individual cases** ([section 1](#)) or **denominators** ([section 2](#)). The import file should preferably be a .csv file (see [page 6](#)).
- It is also possible to import **aggregated data** (i.e. number of cases by pregnancy outcome for each anomaly subgroups) ([section 3](#)). But there is no added value to use this at local level (results in output will just be exactly the same as the input data). This **functionality is rather for the Central Registry** that receives aggregated data from associate registries. It is however presented in section 3, in case associate registries want to check that the file prepared for data submission to the Central Registry is correct.
- The import of **Multiple malformation results** is also **for the Central Registry** (import of the final MCA verdict once the potential multiples have been reviewed). It is not presented in this document.

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1. Import individual cases

Import individual cases

Prepare the .csv file

- The import file should contain the **variables described in [chapter 2.2.2](#)** of the **EUROCAT Guide 1.5**.
- As a **minimum** to allow the import and the output of meaningful indicators, the file should contain the **following columns**:

CENTRE, NUMLOC, BIRTH_DATE, SEX, TYPE, NBRBABY, SURVIVAL, GESTLENGTH, WHENDISC, SYNDROME, MALFO1, MALFO2, MALFO3, MALFO4, MALFO5, MALFO6, MALFO7, MALFO8

It is however highly recommended to include additional variables listed in chapter 2.2.2, especially **core variables and text descriptions**.

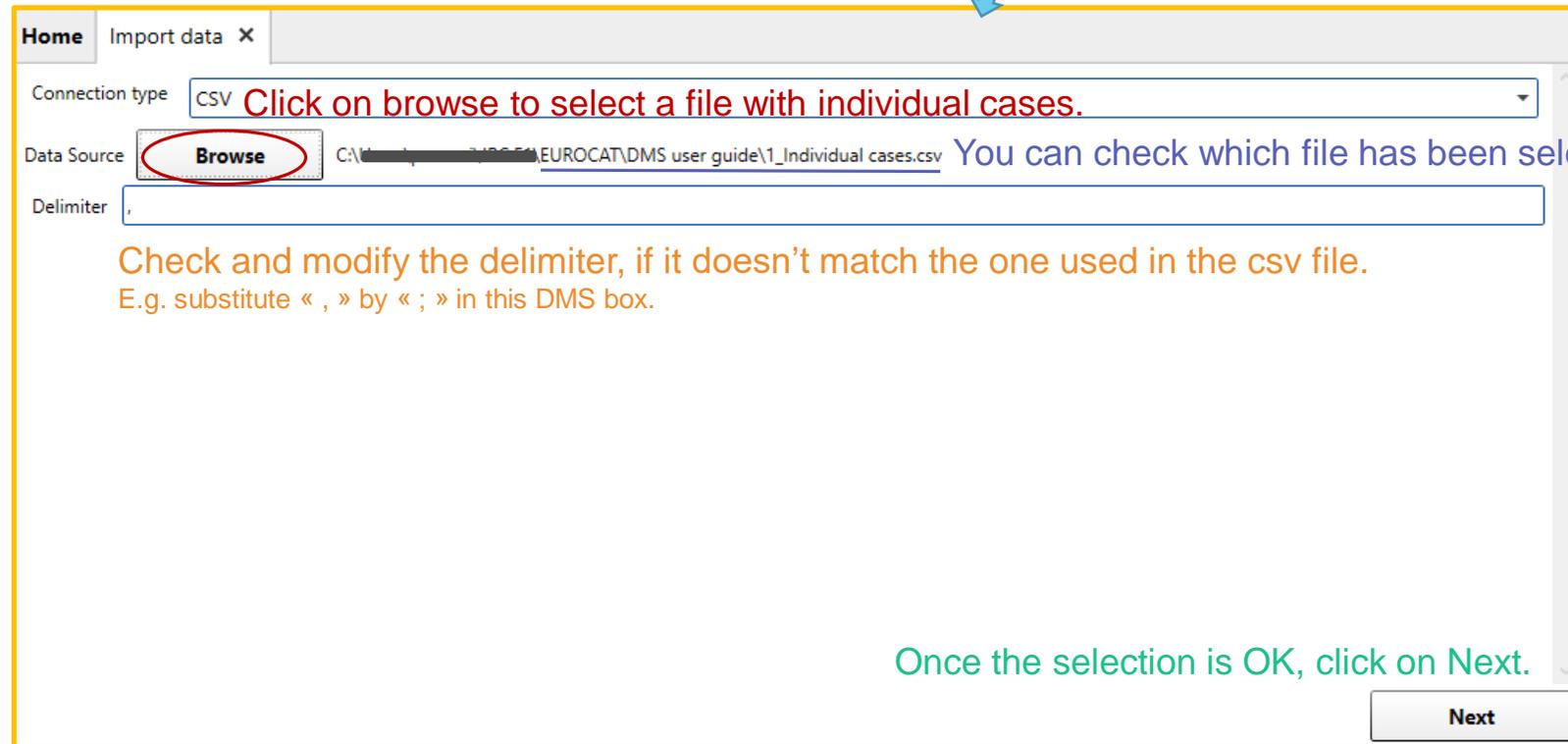
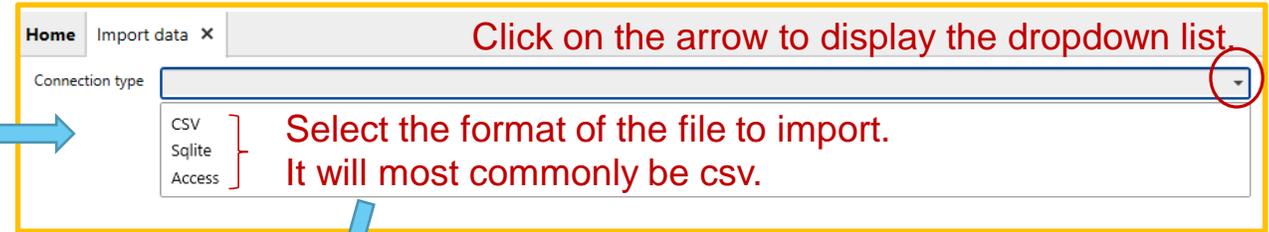
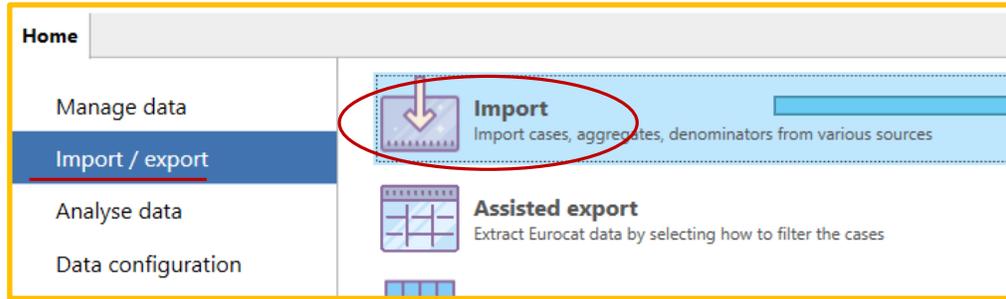
- The **coding and format** of the variables are described in [chapter 2.2.2](#) of the **EUROCAT Guide 1.5**.

For **dates**, DMS accepts the following formats: DD/MM/YYYY, YYYY/MM/DD, 2020/10/xx, 2010/xx/xx. It also accepts old EDMP formats: DDMMYY, 99MMYY, 9999YY, 999944, but it is better not to mix the formats.

If you need **more details**, please contact the [Central Registry](#).

Import individual cases

Select the file to import



Import individual cases

Specify the type of data to import

The screenshot shows a software interface for importing data. At the top, there is a breadcrumb 'Home' and a tab 'Import data' with a close icon. Below this, a status bar indicates 'Connected to CSV file - C:\[redacted]\EUROCAT\DMS user guide\1_Individual cases.csv'. The main area contains a 'Select import' dropdown menu. A red circle highlights the downward arrow of this menu, with a red text annotation: 'Click on the arrow to display the dropdown list.' Below the main dropdown, there is an 'Optional filter' section with a dropdown arrow and a list of options: 'Individual cases', 'Aggregated cases', 'Denominators', and 'Multiple malformation results'. A red box highlights the 'Individual cases' option, and a red text annotation says: 'Specify the type of data you want to import.' At the bottom left, there is a purple text instruction: 'Go back to the previous step.' and a 'Previous' button. At the bottom right, there is a green text instruction: 'Once the selection is OK, click on Next.' and a 'Next' button.

Home Import data ×

Connected to CSV file - C:\[redacted]\EUROCAT\DMS user guide\1_Individual cases.csv

Select import Click on the arrow to display the dropdown list.

Optional filter

- Individual cases
- Aggregated cases
- Denominators
- Multiple malformation results

Specify the type of data you want to import.

Go back to the previous step.

Once the selection is OK, click on Next.

Previous Next

Import individual cases

Matching columns

The next screen allows to check how DMS recognises the columns in the csv file and matches them with the columns it has in memory (table *cases* and *casesLocal*, see chapter [Export – Preliminary notions](#) for further detail). The association is based on the **name** of the columns.

The screenshot shows the 'Import data' window with a tab for 'Import data'. The window title is 'Connected to CSV file - C:\[redacted]\EUROCAT\DMS user guide\1_Individual cases.csv'. Below the title, it says 'Individual cases import selected'. A dropdown menu is set to 'Custom'. The main area is divided into two columns by a double-headed blue arrow. The left column, titled 'Columns in the csv file, as detected by DMS.', lists: CSV.centre, CSV.numloc, CSV.birth_date, CSV.sex, CSV.nbrbaby, CSV.sp_twin, CSV.nbrmalf, CSV.type, CSV.civreg, CSV.weight, and CSV.gestlength. The right column, titled 'Columns in memory in DMS.', lists: cases.centre, cases.numloc, cases.birth_date, cases.sex, cases.nbrbaby, cases.sp_twin, cases.nbrmalf, cases.type, cases.civreg, and cases.weight. Each item in the right column has a 'COMPULSORY' label and an 'Edit' button. A red circle highlights the bottom of the list on the right. A red arrow points to the bottom of the list with the text 'Scroll down to check the bottom of the list'. At the bottom of the window are 'Previous' and 'Next' buttons.

Home Import data x

Connected to CSV file - C:\[redacted]\EUROCAT\DMS user guide\1_Individual cases.csv

Individual cases import selected

Custom

Columns in the csv file, as detected by DMS.

Columns in memory in DMS.

The table *cases* contains the variables listed in [chapter 2.2.2 of Guide 1.5](#).

The table *casesLocal* (see bottom of the list) contains the variables listed in [chapter 2.2.4 of Guide 1.5](#).

DMS matches the columns based on their name.

Scroll down to check the bottom of the list.

Previous Next

Import individual cases

Matching columns - modify

In case DMS does not recognise a column in the csv file, it is indicated as a dropdown list.

The dropdown lists indicate that DMS doesn't find, in the csv file, a name matching the columns defined in tables *cases* and *casesLocal*.

The association can be done manually.
(click on the arrow to display the list of columns available in the csv file)

Click to select.

Or the association can be left empty, if the column is not available in the csv file.

An existing association can be edited, if needed.

CSV Column	DMS Column	Association
CSV.datemo	cases.datemo	Automatic
CSV.agemo	cases.agemo	Automatic
[Empty]	cases.bmi	Manual selection: CSV.BodyMassIndex
CSV.residmo	cases.residmo	Automatic
CSV.totpreg	cases.totpreg	Automatic
CSV.whendisc	cases.whendisc	Automatic
CSV.condisc	cases.condisc	Automatic
CSV.agedisc	cases.agedisc	Automatic
CSV.firstpre	cases.firstpre	Automatic
[Empty]	cases.sp_firstpre	None
CSV.karyo	cases.karyo	Automatic
CSV.sp_karyo	cases.sp_karyo	Automatic
CSV.gentest	cases.gentest	Automatic

Import individual cases

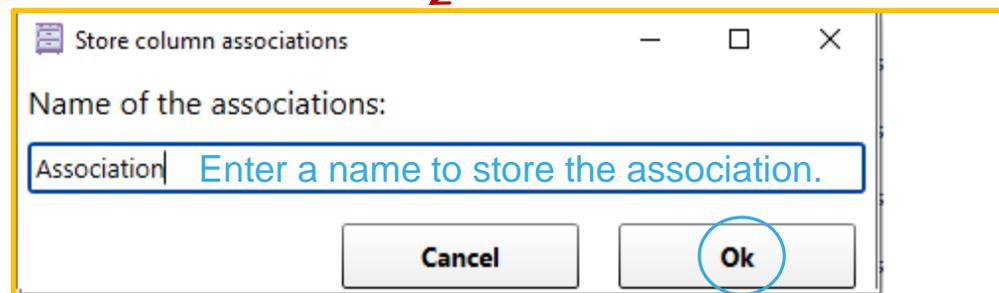
Matching columns – save association

At the bottom of the columns list (scroll down to get there), you can save the association in order to reuse it for future import. This feature allows you to keep the original column names of your local system (i.e. you do not have to rename all the columns according to the DMS names, but you'll have to do the association manually and save it).



Click to save the customised association.

Once the selection is OK, click on Next.



Click on OK to save.

Import individual cases

Matching columns – reuse an association

A saved column association can be reused from the step presented [slide 9](#).

Home Import data × Click on the arrow to display the list of saved associations.

Connected to CSV file - C:\...1\EUROCAT\DMS user guide\1_Individual cases.csv

Individual cases import selected

Custom

EDMP access file

EDMP CSV file

training

Association

Custom

Select the association you would like to reuse.

This predefined column association can be used when importing a file extracted from the old EDMP (it matches, e.g., sp_syndrom <> sp_syndrome or mckusick <> omim)

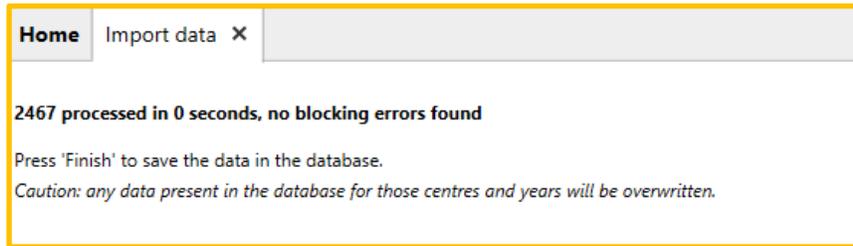
Next

If you have exported the csv file from the previous EUROCAT software (EDMP), you can use the predefined association *EDMP CSV file*, which accounts for the different names between EDMP and DMS.

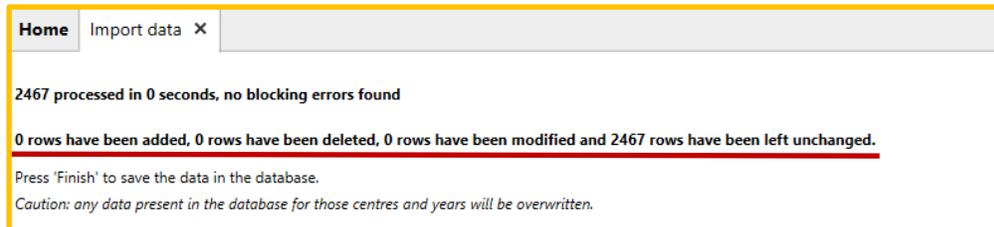
Import individual cases

Finalise the import – preliminary report

After you clicked on Next, DMS analyses the csv file you import and provides a preliminary summary:



If you are **re-importing** birth years already available in the DMS, the display will look like this:



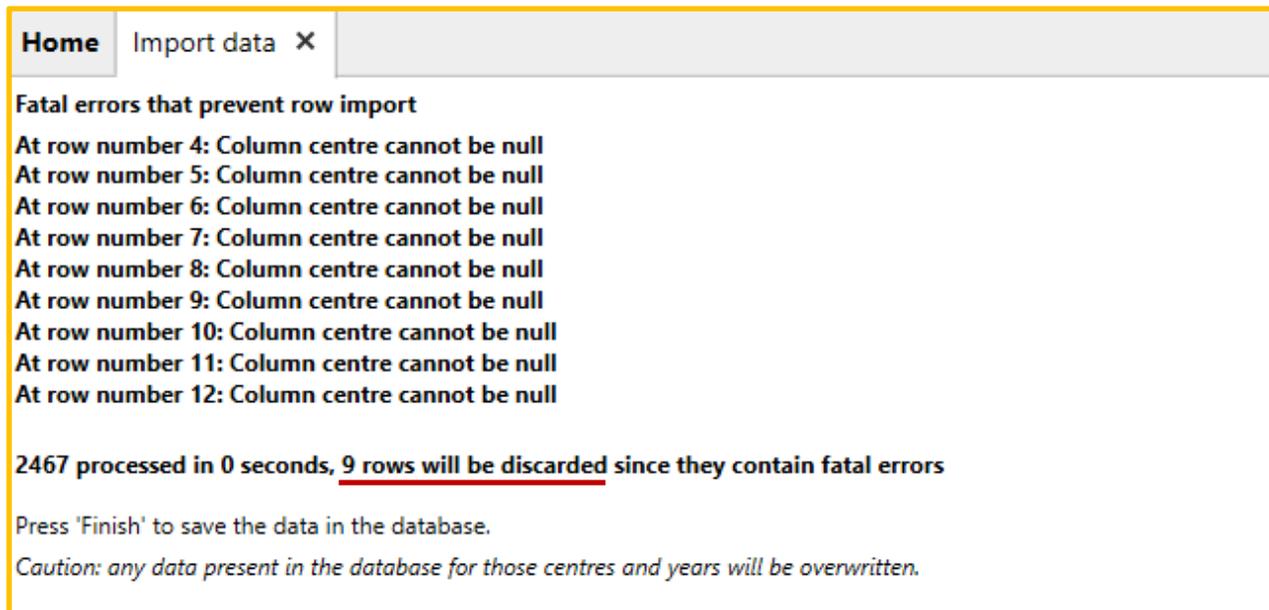
CAUTION !!!!

If you want to modify a birth year already imported in the DMS (i.e. modify, add or delete cases), you need to re-import ALL the cases from that birth year.

Import individual cases

Finalise the import – blocking errors

If your file contains blocking errors, DMS will indicate it at this stage and **discard the rows** with blocking errors. → correct the blocking errors before finishing the import



The screenshot shows a web application interface with a tab labeled 'Import data' and a 'Home' button. The main content area displays a list of fatal errors that prevent row import. The errors are listed as follows:

- At row number 4: Column centre cannot be null
- At row number 5: Column centre cannot be null
- At row number 6: Column centre cannot be null
- At row number 7: Column centre cannot be null
- At row number 8: Column centre cannot be null
- At row number 9: Column centre cannot be null
- At row number 10: Column centre cannot be null
- At row number 11: Column centre cannot be null
- At row number 12: Column centre cannot be null

Below the list of errors, the text states: '2467 processed in 0 seconds, 9 rows will be discarded since they contain fatal errors'. At the bottom, there is a prompt to 'Press 'Finish' to save the data in the database.' and a caution: 'Caution: any data present in the database for those centres and years will be overwritten.'

Import individual cases

Finalise the import – finish

Home Import data ×

2467 processed in 0 seconds, no blocking errors found

Press 'Finish' to save the data in the database.
 Caution: any data present in the database for those centres and years will be overwritten.

Once all blocking errors have been corrected and you are satisfied with the preliminary summary displayed, click on finish.

Previous Finish

At this stage of the import, DMS calculates all the derived variables (cf. [chapter 2.2.3](#) of Guide 1.5), including the classification in subgroups and the group of multiple malformation.

It also performs validation routines (cf. [chapter 2.5](#) of Guide 1.5).

Centre 99, numloc 2019B02264: 1 Implausible combination of maternal age and previous pregnancies
 Centre 99, numloc 2018B02288: 2 Age entered different to calculated age
 Centre 99, numloc 2020B02306: 2 First surgical procedure not entered
 Centre 99, numloc 2020A02308: 1 Date of death should be within +/- one week of birth
 Centre 99, numloc 2020B02324: 2 First surgical procedure not entered
 Centre 99, numloc 2020A02353: 1 Drugs(1) should be blank as not 1st trimester
 Centre 99, numloc 2020A02377: 2 First surgical procedure not entered
 Centre 99, numloc 2020B02384: 2 Age entered different to calculated age
 Centre 99, numloc 2019B02402: 2 Age entered different to calculated age
 Centre 99, numloc 2019B02429: 2 First surgical procedure not entered
 Centre 99, numloc 2020A02434: 2 Age entered different to calculated age

When the import is finished, DMS displays the list of non-blocking errors and warnings. It can be printed to pdf.

Print the error list to PDF

2. Import denominators

Import denominators

Prepare the .csv file

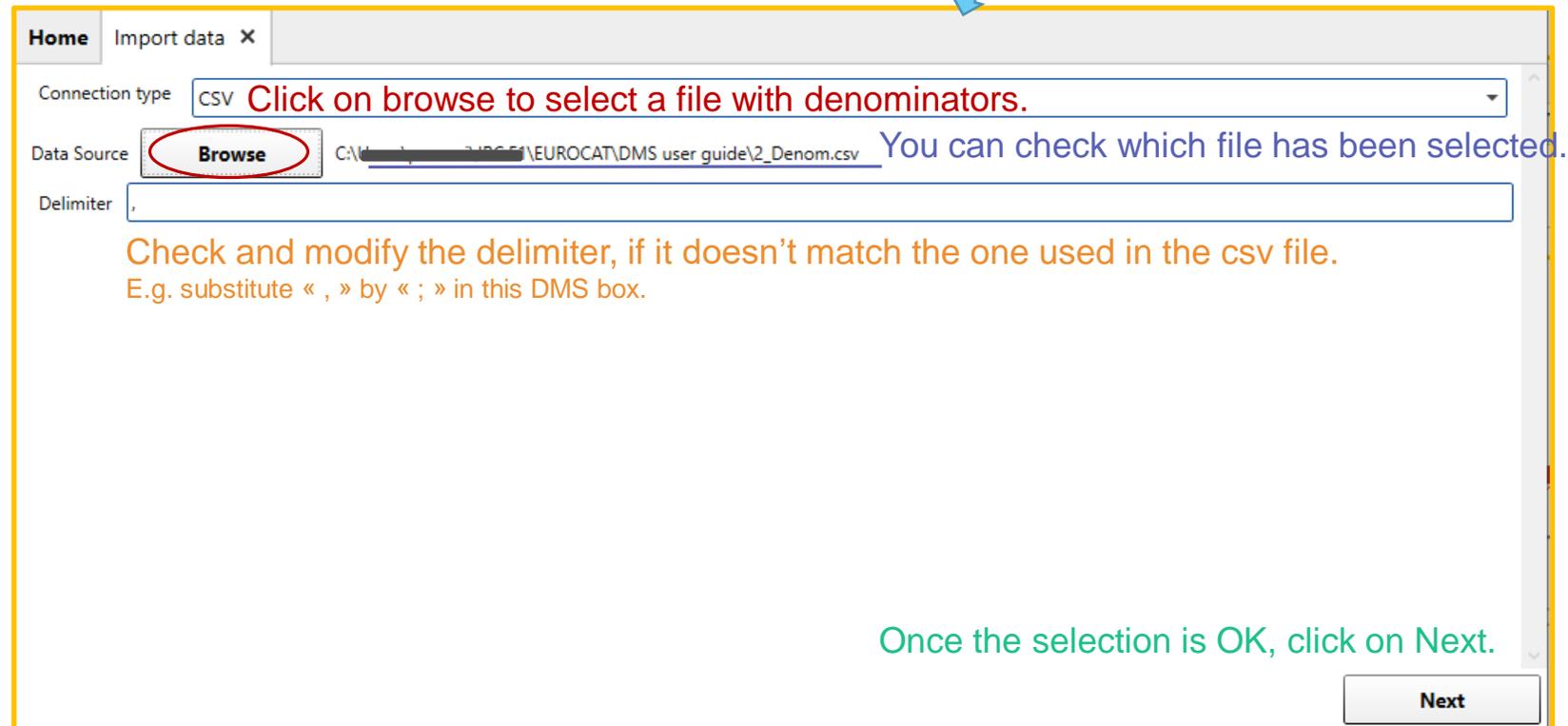
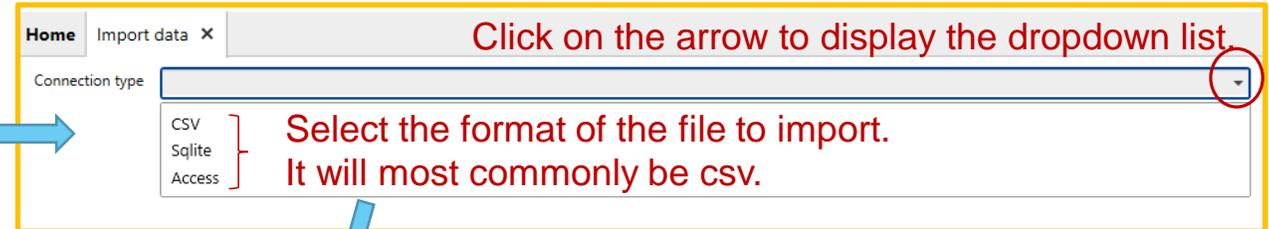
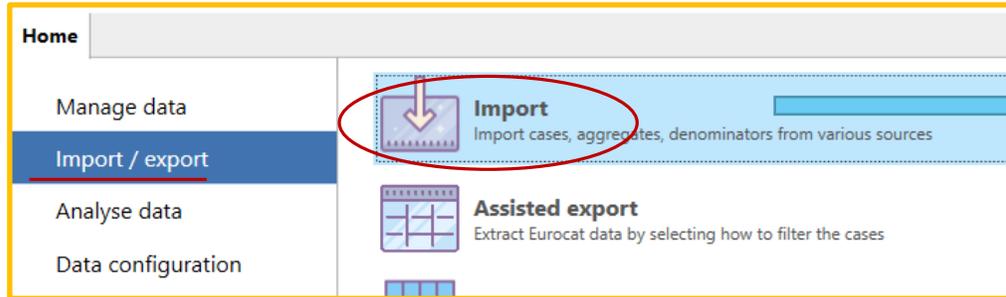
- The import file (.csv file) should contain the **variables described in [chapter 2.4](#)** of the **EUROCAT Guide 1.5**.
- As a **minimum** to allow the import, the file should contain the **following columns**:

CENTRE, YEAR OF BIRTH, TOTAL or LIVE BIRTHS

It is however highly recommended to include additional variables listed in chapter 2.4.

Import denominators

Select the file to import



Import denominators

Specify the type of data to import

Home Import data x

Connected to CSV file - C:\Users\peramin\Documents\EUROCAT\DMS user guide\2_Denom.csv

Select import Click on the arrow to display the dropdown list.

Optional filters

- Individual cases
- Aggregated cases
- Denominators** Specify the type of data you want to import.
- Multiple malformation results

Go back to the previous step.

Once the selection is OK, click on Next.

Previous Next

Import denominators

Matching columns

The next screen allows to check how DMS recognises the columns in the csv file and matches them with the columns it has in memory (table *denominatorExpanded*, see chapter [Export – Preliminary notions](#) for further detail). The association is based on the name of the columns.

Columns in the csv file, as detected by DMS.

Columns in memory in DMS.
The table *denominatorExpanded* contains the variables listed in [chapter 2.4](#) of guide 1.5.

DMS matches the columns based on their name.

Scroll down to check the bottom of the list.

CSV Column	DMS Column	Field Type	Action
CSV.centre	denominatorExpanded.centre	COMPULSORY	Edit
CSV.year	denominatorExpanded.year	COMPULSORY	Edit
CSV.live	denominatorExpanded.live		Edit
CSV.total	denominatorExpanded.total		Edit
	denominatorExpanded.still		
	denominatorExpanded.notes		
	denominatorExpanded.obs_0_19		
	denominatorExpanded.obs_20_24		
	denominatorExpanded.obs_25_29		
	denominatorExpanded.obs_30_34		

Import denominators

Matching columns - modify

In case DMS does not recognise a column in the csv file, it is indicated as a dropdown list.

The dropdown lists indicate that DMS doesn't find, in the csv file, a name matching the columns defined in table *denominatorExpanded*.

The association can be done manually.
(click on the arrow to display the list of columns available in the csv file)

Click to select.

An existing association can be edited, if needed.

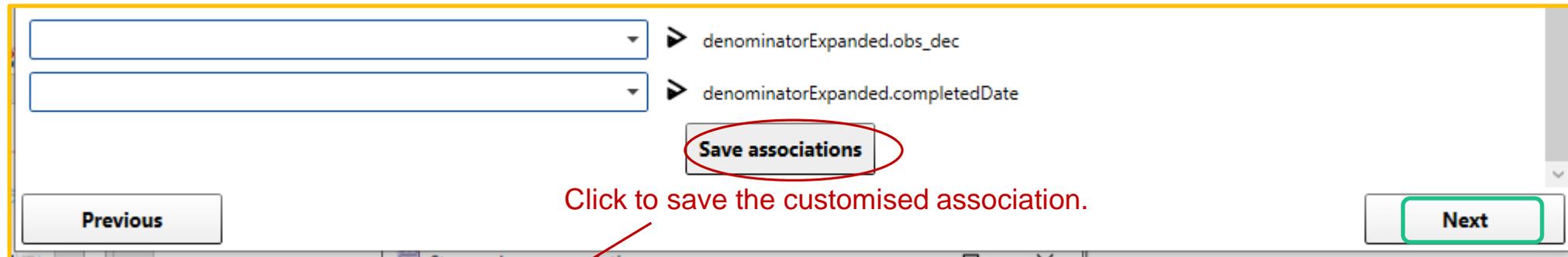
Or the association can be left empty, if the column is not available in the csv file.

CSV Column	DMS Table	Requirement	Action
Custom			
CSV.centre	denominatorExpanded.centre	COMPULSORY	Edit
CSV.year	denominatorExpanded.year	COMPULSORY	Edit
CSV.live	denominatorExpanded.live		Edit
[Empty]	denominatorExpanded.still		
CSV.total	denominatorExpanded.total		Edit
[Empty]	denominatorExpanded.notes		
[Empty]	denominatorExpanded.obs_0_19		
[Empty]	denominatorExpanded.obs_20_24		
[Empty]	denominatorExpanded.obs_25_29		
[Empty]	denominatorExpanded.obs_30_34		

Import denominators

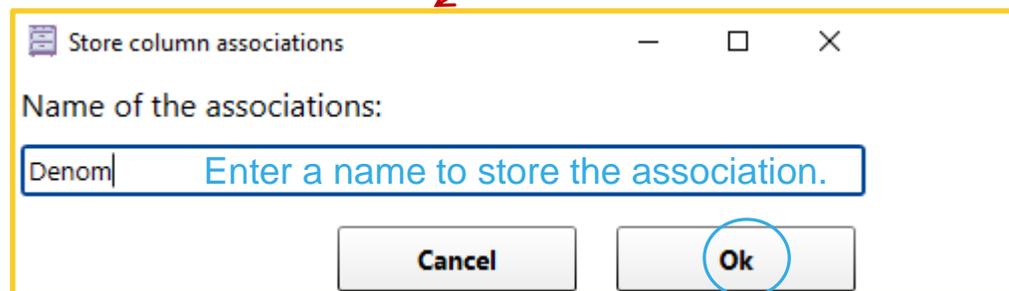
Matching columns – save association

At the bottom of the columns list (scroll down to get there), you can save the association in order to reuse it for future import. This feature allows you to keep the original column names of your local system (i.e. you do not have to rename all the columns according to the DMS names, but you'll have to do the association manually and save it).



Click to save the customised association.

Once the selection is OK, click on Next.



Click on OK to save.

Import denominators

Matching columns – reuse an association

A saved column association can be reused from the step presented [slide 20](#).

The screenshot shows the 'Import data' window with a tab titled 'Import data'. The window displays the following information:

- Home Import data x
- Click on the arrow to display the list of saved associations.
- Connected to CSV file - C:\[redacted]\EUROCAT\DMS user guide\2_Denom.csv
- Denominators import selected
- Custom (selected association)
- EDMP csv file (predefined association)
- Denom (predefined association)
- Custom (predefined association)

Annotations in the screenshot:

- A red arrow points to a dropdown arrow on the right side of the 'Custom' association row, with the text: "Click on the arrow to display the list of saved associations."
- A red arrow points to the 'EDMP csv file' association, with the text: "Select the association you would like to reuse."
- A purple arrow points from the text "This predefined column association can be used when importing a file extracted from the old EDMP" to the 'EDMP csv file' association.

If you have exported the csv file from the previous EUROCAT software (EDMP), you can use the predefined association *EDMP CSV file*, which accounts for the different names between EDMP and DMS.

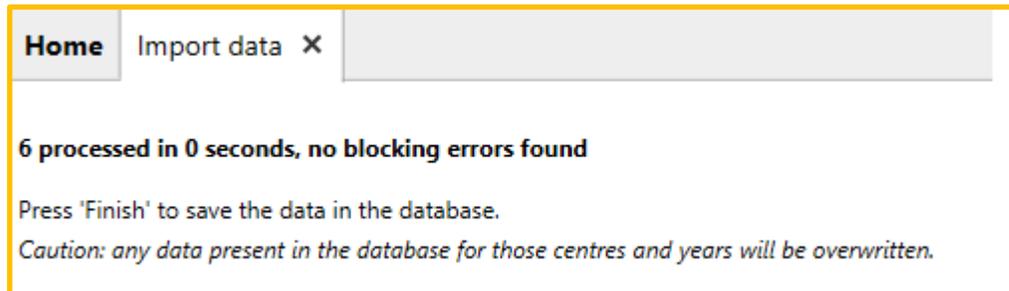
Scroll down to the bottom and click on Next.

Next

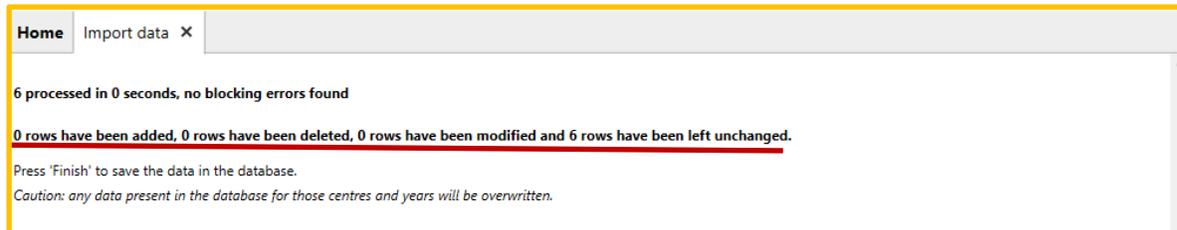
Import denominators

Finalise the import – preliminary report

After you clicked on Next, DMS analyses the csv file you import and provides a preliminary summary:



If you are **re-importing** birth years already available in the DMS, the display will look like this:



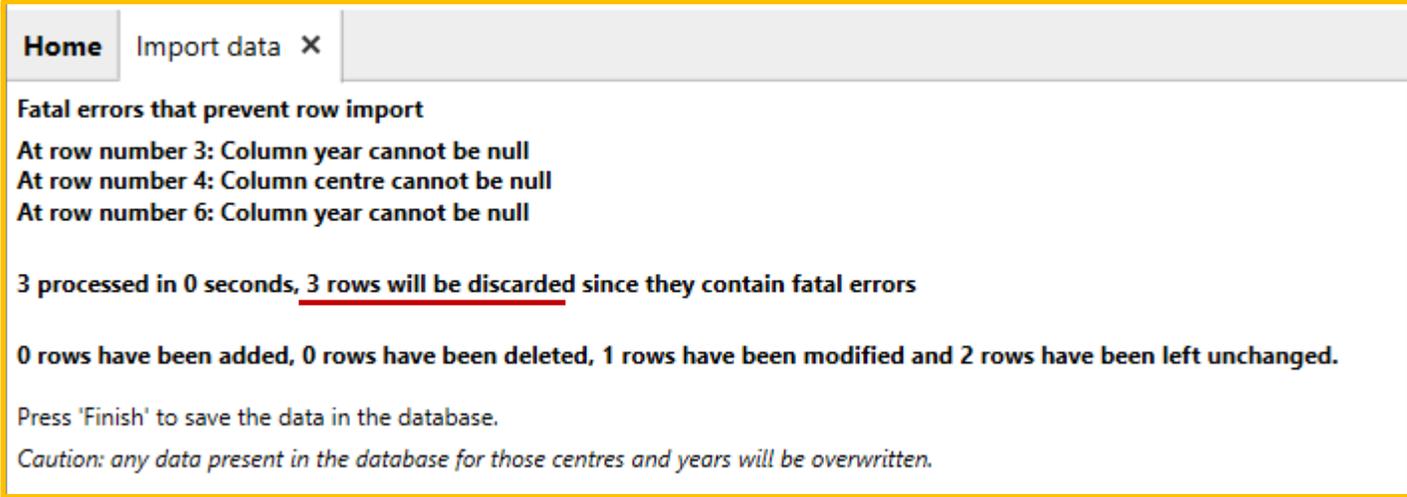
CAUTION !!!!

If you want to modify a birth year already imported in the DMS (i.e. modify, add or delete denominators), you need to re-import **ALL the available denominators** from that birth year.

Import denominators

Finalise the import – blocking errors

If your file contains blocking errors, DMS will indicate this at this stage and **discard the rows** with blocking errors. → correct the blocking errors before finishing the import



The screenshot shows a software window titled 'Import data' with a 'Home' button and a close icon. The main content area displays the following text:

Fatal errors that prevent row import
At row number 3: Column year cannot be null
At row number 4: Column centre cannot be null
At row number 6: Column year cannot be null

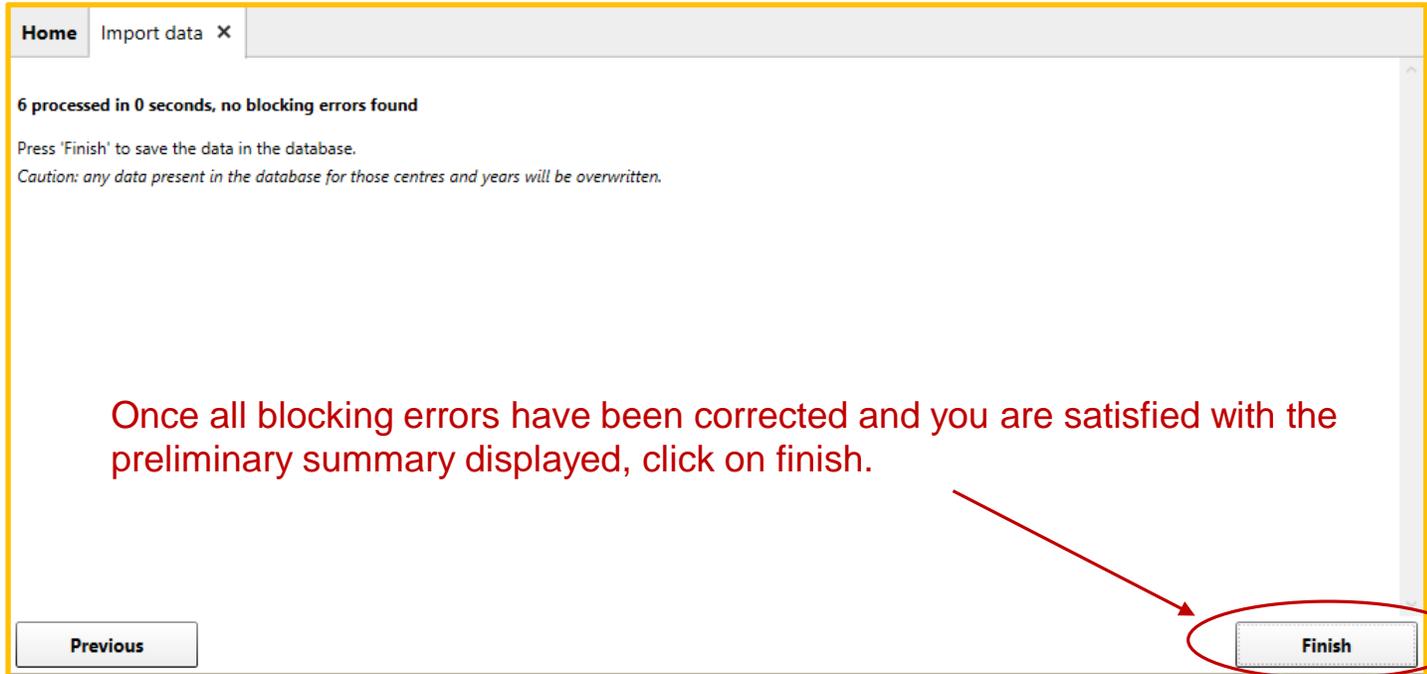
3 processed in 0 seconds, 3 rows will be discarded since they contain fatal errors

0 rows have been added, 0 rows have been deleted, 1 rows have been modified and 2 rows have been left unchanged.

Press 'Finish' to save the data in the database.
Caution: any data present in the database for those centres and years will be overwritten.

Import denominators

Finalise the import – finish



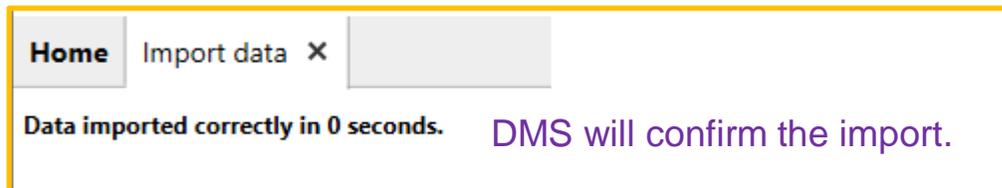
Home Import data ×

6 processed in 0 seconds, no blocking errors found

Press 'Finish' to save the data in the database.
Caution: any data present in the database for those centres and years will be overwritten.

Once all blocking errors have been corrected and you are satisfied with the preliminary summary displayed, click on finish.

Previous Finish



Home Import data ×

Data imported correctly in 0 seconds. DMS will confirm the import.

3. Import aggregated data

Import aggregated data

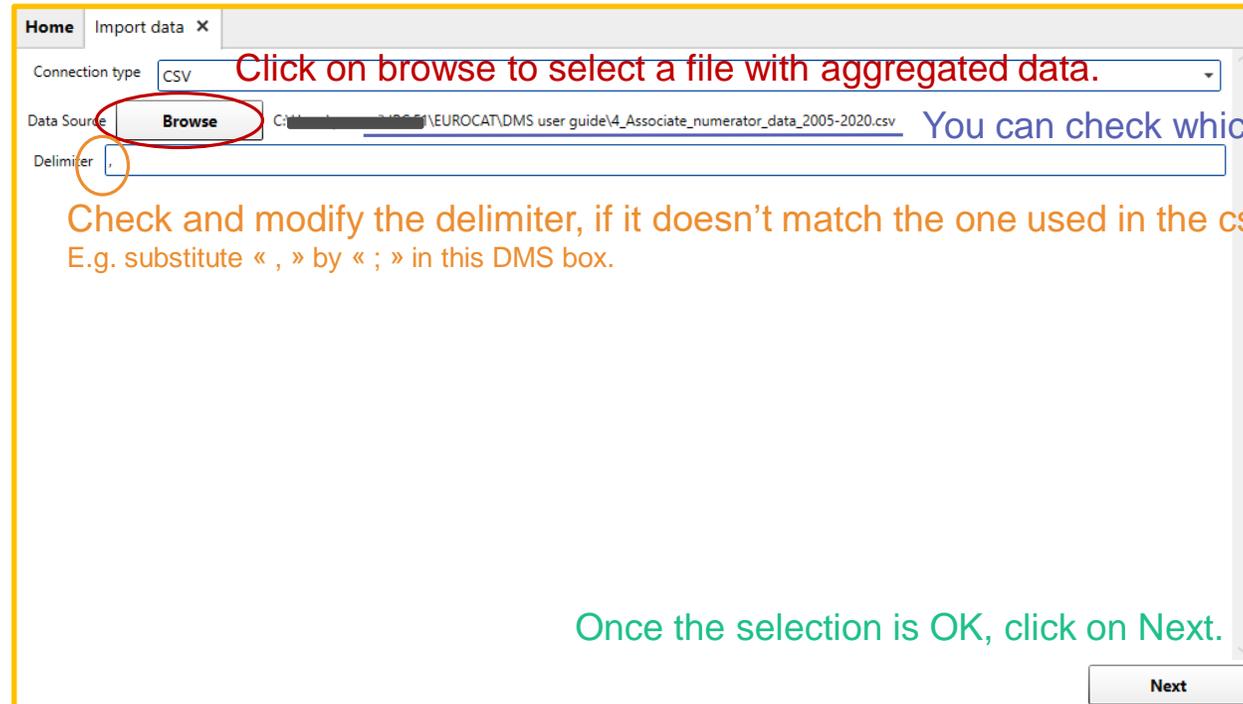
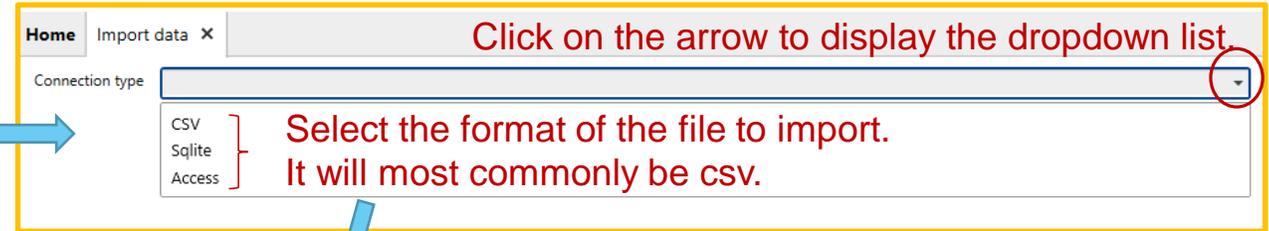
Prepare the .csv file

- Importing **aggregated data** is rather a functionality **for the Central Registry** that receives aggregated data from associate registries. It is however presented here, in case associate registries want to check that the file prepared for data submission to the Central Registry is correct (if it has not been prepared with DMS from individual cases).
- The import file should contain the **variables described in [chapter 2.3](#)** of the **EUROCAT Guide 1.5**.
- As a **minimum** to allow the import, the **following columns** are compulsory:

CENTRE, YEAR OF BIRTH, ANOMALY ID

Import aggregated data

Select the file to import



Import aggregated data

Specify the type of data to import

The screenshot shows a software window titled 'Import data' with a 'Home' tab. The window is connected to a CSV file located at 'C:\[redacted]\EUROCAT\DMS user guide\4_Associate_numerator_data_2005-2020.csv'. The 'Select import' dropdown menu is open, showing four options: 'Individual cases', 'Aggregated cases', 'Denominators', and 'Multiple malformation results'. The 'Aggregated cases' option is highlighted in blue. A red box highlights the 'Aggregated cases' option, and a red arrow points to the dropdown arrow. Below the dropdown menu, there is a section for 'Optional filters' with a dropdown arrow. At the bottom of the window, there are two buttons: 'Previous' and 'Next'. The 'Next' button is highlighted in green.

Home Import data ×

Connected to CSV file - C:\[redacted]\EUROCAT\DMS user guide\4_Associate_numerator_data_2005-2020.csv

Select import Click on the arrow to display the dropdown list.

Optional filters

- Individual cases
- Aggregated cases** Specify the type of data you want to import.
- Denominators
- Multiple malformation results

Go back to the previous step.

Once the selection is OK, click on Next.

Previous Next

Import aggregated data

Matching columns

The next screen allows to check how DMS recognises the columns in the csv file and matches them with the columns it has in memory (table *aggregate*, see chapter [Export – Preliminary notions](#) for further detail). The association is based on the name of the columns.

Columns in memory in DMS.
The table *aggregate* contains the variables listed in [chapter 2.3 of Guide 1.5](#).

Columns in the csv file, as detected by DMS.

Home Import data x

Connected to CSV file - C:\...EUROCAT\DMS user guide\4_Associate_numerator_data_2005-2020.csv

Aggregated cases import selected

CSV.centre	↔	aggregate.centre	COMPULSORY	Edit
CSV.year	↔	aggregate.year	COMPULSORY	Edit
	↔	aggregate.anomalyId	COMPULSORY	
CSV.live	↔	aggregate.live		Edit
CSV.still	↔	aggregate.still		Edit
CSV.topfa	↔	aggregate.topfa		Edit
	↔	aggregate.live_ec		
	↔	aggregate.still_ec		
	↔	aggregate.topfa_ec		
	↔	aggregate.completedDate		

DMS matches the columns based on their name.

Save associations

Previous Next

Import aggregated data

Matching columns - modify

In case DMS does not recognise a column in the csv file, it is indicated as a dropdown list.

The dropdown lists indicate that DMS doesn't find, in the csv file, a name matching the columns defined in table *aggregate*.

The association can be done manually.
(click on the arrow to display the list of columns available in the csv file)

Click to select.

An existing association can be edited, if needed.

Or the association can be left empty, if the column is not available in the csv file.

Home Import data x

Connected to CSV file - C:\[redacted]\EUROCAT\DMS user guide\4_Associate_numerator_data_2005-2020.csv

Aggregated cases import selected

CSV Column	Aggregate Column	Field Type	Action
CSV.centre	aggregate.centre	COMPULSORY	Edit
CSV.year	aggregate.year		Edit
[Dropdown]	aggregate.anomalyId		Edit
CSV.live	aggregate.live		Edit
CSV.still	aggregate.still		Edit
CSV.topfa	aggregate.topfa		Edit
[Dropdown]	aggregate.live_ec		
[Dropdown]	aggregate.still_ec		
[Dropdown]	aggregate.topfa_ec		
[Dropdown]	aggregate.completedDate		

Save associations

Previous Next

Import aggregated data

Matching columns – save association

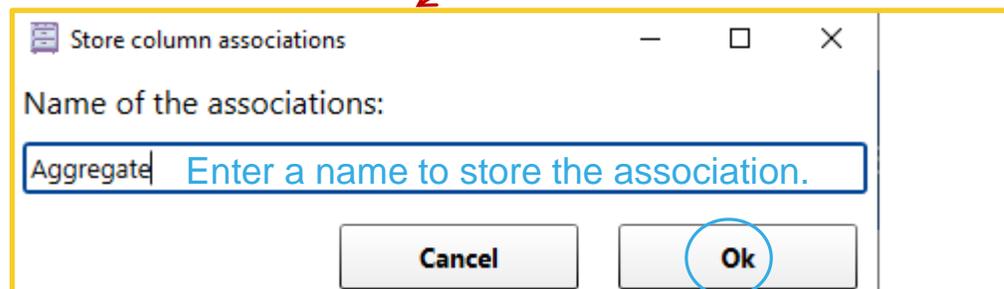
At the bottom of the columns list (scroll down to get there), you can save the association in order to reuse it for future import. This feature allows you to keep the original column names of your local system (i.e. you do not have to rename all the columns according to the DMS names, but you'll have to do the association manually and save it).



The screenshot shows a software interface for importing data. At the bottom, there is a row of controls. On the left is a 'Previous' button. In the center, there is a dropdown menu with a right-pointing arrow and the text 'aggregate.completedDate'. To the right of the dropdown is a button labeled 'Save associations', which is circled in red. On the far right is a 'Next' button, which is highlighted with a green border. A red arrow points from the 'Save associations' button to a dialog box below.

Click to save the customised association.

Once the selection is OK, click on Next.



The screenshot shows a dialog box titled 'Store column associations'. It has a standard window title bar with minimize, maximize, and close buttons. The main content area contains the text 'Name of the associations:' followed by a text input field. The input field contains the word 'Aggregate' and a blue placeholder text 'Enter a name to store the association.'. Below the input field are two buttons: 'Cancel' and 'Ok'. The 'Ok' button is circled in blue.

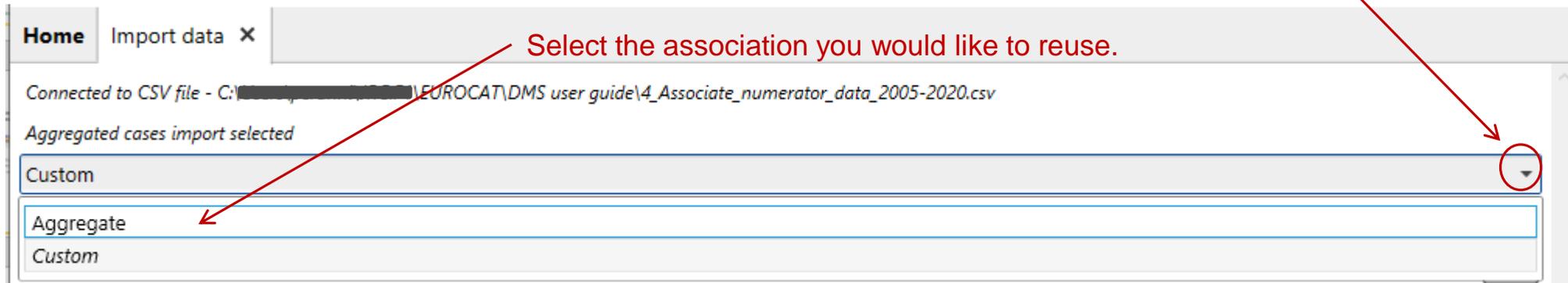
Click on OK to save.

Import aggregated data

Matching columns – reuse an association

A saved column association can be reused from the step presented [slide 31](#).

Click on the arrow to display the list of saved associations.



NB: the dropdown list will appear in DMS interface only if there is a least one association saved for aggregated data.

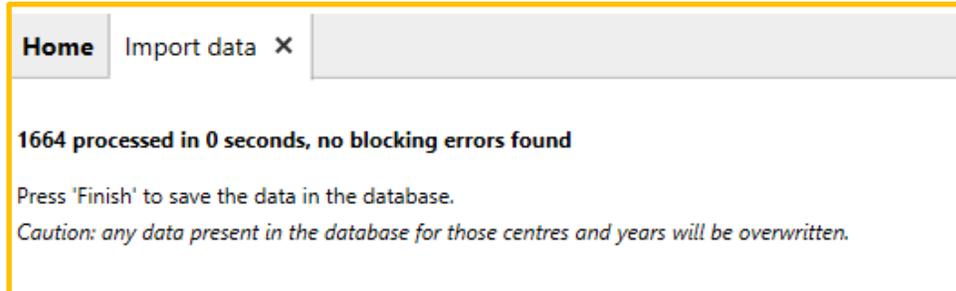
Scroll down to the bottom and click on Next.

Next

Import aggregated data

Finalise the import – preliminary report

After you clicked on Next, DMS analyses the csv file you import and provides a preliminary summary:



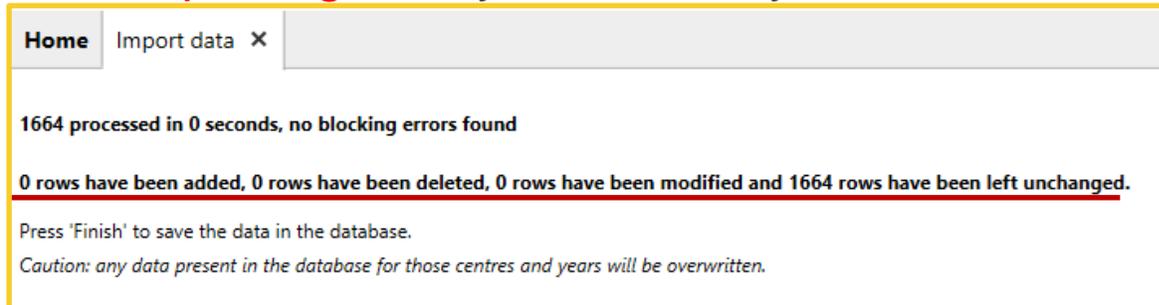
Home Import data ×

1664 processed in 0 seconds, no blocking errors found

Press 'Finish' to save the data in the database.

Caution: any data present in the database for those centres and years will be overwritten.

If you are **re-importing** birth years already available in the DMS, the display will look like this:



Home Import data ×

1664 processed in 0 seconds, no blocking errors found

0 rows have been added, 0 rows have been deleted, 0 rows have been modified and 1664 rows have been left unchanged.

Press 'Finish' to save the data in the database.

Caution: any data present in the database for those centres and years will be overwritten.

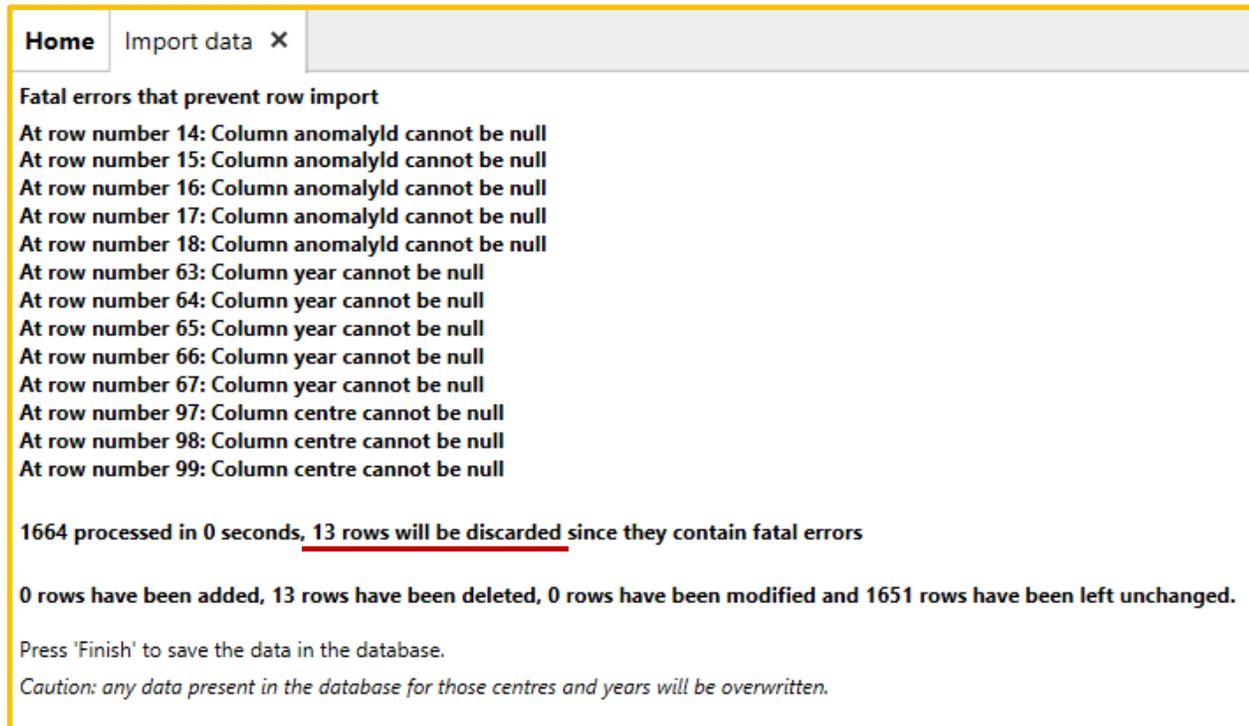
CAUTION !!!!

If you want to modify a birth year already imported in the DMS (i.e. modify, add or delete denominators), you need to re-import ALL the available data from that birth year.

Import aggregated data

Finalise the import – blocking errors

If your file contains blocking errors, DMS will indicate this at this stage and **discard the rows** with blocking errors. → correct the blocking errors before finishing the import



The screenshot shows a software window titled 'Import data' with a 'Home' button. The main content area displays a list of fatal errors that prevent row import. The errors are listed as follows:

- At row number 14: Column anomalyId cannot be null
- At row number 15: Column anomalyId cannot be null
- At row number 16: Column anomalyId cannot be null
- At row number 17: Column anomalyId cannot be null
- At row number 18: Column anomalyId cannot be null
- At row number 63: Column year cannot be null
- At row number 64: Column year cannot be null
- At row number 65: Column year cannot be null
- At row number 66: Column year cannot be null
- At row number 67: Column year cannot be null
- At row number 97: Column centre cannot be null
- At row number 98: Column centre cannot be null
- At row number 99: Column centre cannot be null

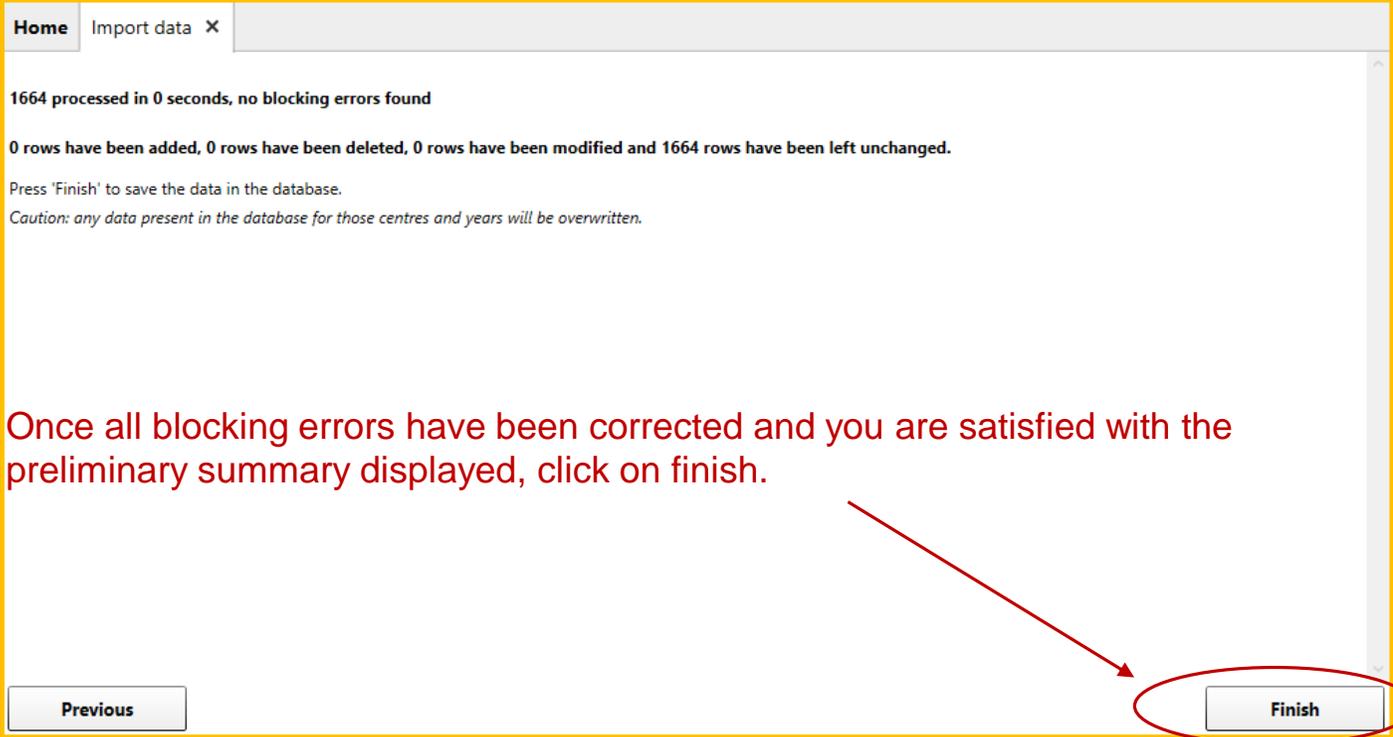
Below the list of errors, the summary states: 1664 processed in 0 seconds, 13 rows will be discarded since they contain fatal errors.

At the bottom, it reports: 0 rows have been added, 13 rows have been deleted, 0 rows have been modified and 1651 rows have been left unchanged.

Instructions at the bottom include: Press 'Finish' to save the data in the database. Caution: any data present in the database for those centres and years will be overwritten.

Import aggregated data

Finalise the import – finish



Home Import data ×

1664 processed in 0 seconds, no blocking errors found

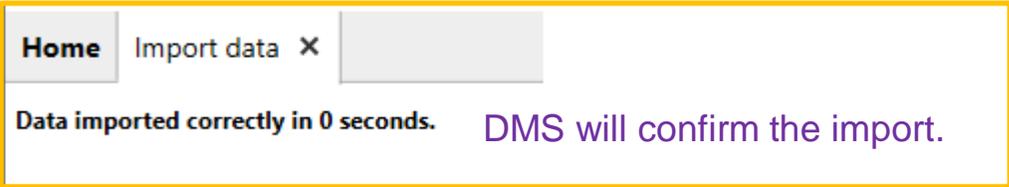
0 rows have been added, 0 rows have been deleted, 0 rows have been modified and 1664 rows have been left unchanged.

Press 'Finish' to save the data in the database.

Caution: any data present in the database for those centres and years will be overwritten.

Once all blocking errors have been corrected and you are satisfied with the preliminary summary displayed, click on finish.

Previous Finish



Home Import data ×

Data imported correctly in 0 seconds. DMS will confirm the import.

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