

Vinyl Resurgence Site: <u>http://www.vinylresurgence.com</u> Email: <u>staff-admins@vinylresurgence.com</u>

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Author: Josh (Admin)

## Introduction

This document outlines the process of converting a spreadsheet containing a user's record collection to a plain text "vertical bar" deliminated file for use with the Vinyl Resurgence site. The software used will be the OpenOffice.org suite available for download free at <a href="http://www.openoffice.org">http://www.openoffice.org</a>.

The tutorial/help language used in this document assumes you have a working knowledge of your spreadsheet program.

If you need any other assistance, please don't hesitate to contact us at staffadmins@vinylresurgence.com

## **The Preparation Process**

Step 1: Open your pre-existing spreadsheet document containing your record collection.

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2		09/02/08	Current to: 06-12-2009			
3						
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5	id	Artist	Title	Year	#	Ot
6	1	The Beatles	Meet the Beatles	1964	T2047	2 <sup>n</sup>
7	2	The Beatles	Meet the Beatles	1964	T2047	2 <sup>n</sup>
8	3	Bob Marley & the Wailers	Kaya	1978	90035-1	
9	4	The Beatles	20 Greatest Hits	1982	SV-12245	
10	5	Pink Floyd	Dark Side of the Moon	1973	SMAS-11163	
11	6	Dashboard Confessional	The Swiss Army Romance	2003	VR-380-1	
12	7	Led Zeppelin	Houses of the Holy	1973	SD7255	
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Fig 1.0

<u>Step 2:</u> Now open a new (blank) document to copy and paste columns of information from your existing spreadsheet. As your spreadsheet probably contains more information that is needed/allowed for importation, we need to create the new sheet that only contains the allowed/relevant data.

The columns of data we need to copy to the new (currently blank) sheet are (in this order!) Album, Artist, Year, Catalogue Number (RIN), and optionally Notes.

<u>Step3</u>: Start by selecting the entire Album column and then selecting *Edit*, then *Copy* from the Toolbar menu (at the top of the spreadsheet program).

Then, go to your new sheet you've opened and paste the data you've copied into the first column in the new spreadsheet by viewing that sheet, clicking on the very first cell in the very first column and selecting *Edit* and *Paste* from the Toolbar menu. Note: Do not include the header row! (e.g. the rows that say "Album", and "Artist", "Year", etc.)

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A	В	С	D	E	F	G	н				
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3 Kaya											
4 20 Greatest	Hits .										
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6 The Swiss A	rmy Romance										
7 Houses of th	e Holy										
8 The Singles	1 <mark>969-1973</mark>										
9 Get Your Wi	ngs										
10 The Holy Lar	nd										
11 Simon and G	arfunkel's Grea	test Hits									
12 Goodbye Ye	llow Brick Road										
10 Millette Allering		1									

Fig. 1.1 Your new spreadsheet should look like this.

<u>Step 4:</u> Now we need to add the rest of our collection information to the new spreadsheet. Go back to your pre-existing record collection spreadsheet and copy the artist column. Go to your new spreadsheet and paste that information into the very next column (starting at the first cell) using the process explained above.

Continue this process for the rest of the information needed (Year, Catalogue Number, and optionally Notes).

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2	Meet the Bea	The Beatles	1964		T2047	2 <sup>nd</sup>	release of	their 1 <sup>st</sup> a	lbum	Capitol			
3	Kaya	Bob Marley &	1978		90035-1								
4	20 Greatest 🕨	The Beatles	1982		SV-12245								
5	Dark Side of	Pink Floyd	1973		SMAS-111	63							
6	The Swiss A	Dashboard C	2003		VR-380-1								
7	Houses of the	Led Zeppelin	1973		SD7255								
8	The Singles >	Carpenters, ▶	1973		R104393-B								
9	Get Your Wir	Aerosmith	1974		PC32847								
10	The Holy Lan	Johnny Cash	1969		KCS9726	w/p	prologue &	3-D cover	r				
11	Simon and O	Simon and O	1972		KC31350								
12	Goodbye Yel	Elton John	1973		MCA2-1000	)3							
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Fig 1.2 Your completed spreadsheet should look like the above image. No other information should be included in the spreadsheet. **Caution:** The rows created in the new spreadsheet should display the correct information (e.g. If you look at row 10, "The Holy Land" matches with artist "Johnny Cash" and year "1969", etc).

<u>Step 5:</u> Now please save your new spreadsheet as a plain-text CSV (comma-separated-file) by selecting *File*  $\rightarrow$  *Save As* from the Toolbar menu.

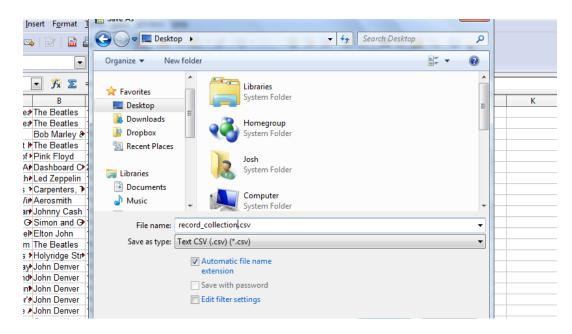


Fig 1.3 The file type was changed to "Text CSV (.csv)" as shown above and saved to the desktop. If you are met with a prompt about format errors, just proceed in the desired (CSV) format.

After hitting "OK", you should be met with an option window. On this window, change the "Field

delimiter" option to a vertical bar "|" and erase the "Text delimiter" character and press "OK".

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Fig 1.4 The option window with the correct option applied.

<u>Step 6:</u> Now open the file you've just created with your favorite text-editor (Window's Notepad, etc) to view the raw text. In the document, select *Edit*  $\rightarrow$  *Select All*. Then, select *Edit*  $\rightarrow$  *Copy* from the Toolbar menu to copy the text to your computer's clipboard.

1 C	Users\Josh\Desktop\record_collection.csv - Notepad++	
	Edit Search View Format Language Settings Macro Run TextFX Plugins Window ?	
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1		
		_
	Meet the Beatles The Beatles 1964 T2047 2nd release of their 1st album Capitol (first o	ne
1	Meet the Beatles The Beatles 1964 T2047 2nd release of their 1st album Capitol	
;	Kaya Bob Marley & the Wailers 1978 90035-1	
	20 Greatest Hits The Beatles 1982 SV-12245	
1	Dark Side of the Moon Pink Floyd 1973 SMAS-11163	
	The Swiss Army Romance Dashboard Confessional 2003 VR-380-1	
1.1.1	Houses of the Holy Led Zeppelin 1973 SD7255	
1	The Singles 1969-1973 Carpenters, The 1973 R104393-B	
1	Get Your Wings   Aerosmith   1974   PC32847	
1	The Holy Land Johnny Cash 1969 KCS9726 w/prologue & 3-D cover	
1	Simon and Garfunkel's Greatest Hits Simon and Garfunkel 1972 KC31350	
1:	Goodbye Yellow Brick Road Elton John 1973 MCA2-10003	
1	White Album The Beatles 1968 SWBO-101	
1	The Beatles Song Book Holyridge Strings, The 1960 ST2116	
1	Poems, Prayers, & Promises John Denver   1971   LSP-4499	
1	Farewell Andromeda John Denver   1973   APL1-0101	
1	Rocky Mountain High John Denver 1972 LSP-4731	

Fig 1.5 I've selected and copied all of the text. You can see one record per line and the fields separated

by a vertical bar, "I".

## **The Import Process**

<u>Step 1:</u> With the data you've copied still on your clipboard, open up your favorite web-browser and go to <u>http://www.vinylresurgence.com</u> and make sure you're logged in. After you've logged in, travel to the collections importer page located at: <u>http://www.vinylresurgence.com/collection\_importer.php</u>. From there, the rest of the process is simple. Just paste the text you've copied from the text document into the large box on the site.

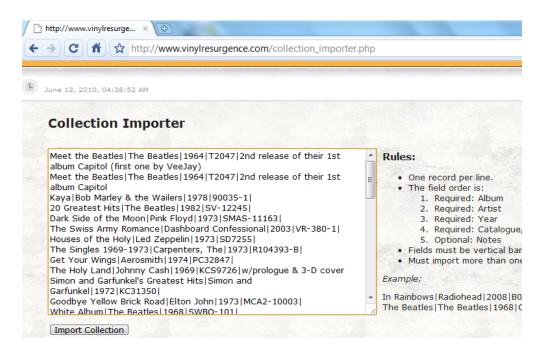


Fig 2.0 Our data as pasted into the Collection Importer.

<u>Step 2:</u> Press "Import Collection" and wait for the import process to finish. After the import process has finished, view the ouput. You should see your list of records with an accompanying message that reads, "Record imported successfully."

נ	une 12, 2010, 04:41:00 AM	
	Record imported successfully! [Meet the Beatles]	
	Record imported successfully! [Meet the Beatles]	
	Record imported successfully! [Kaya]	
	Record imported successfully! [20 Greatest Hits]	
	Record imported successfully! [Dark Side of the Moon]	
	Record imported successfully! [The Swiss Army Romance]	
	Record imported successfully! [Houses of the Holy]	
	Record imported successfully! [The Singles 1969-1973]	
	Record imported successfully! [Get Your Wings]	
	Record imported successfully! [The Holy Land]	

Fig 2.1 Every record imported successfully.

If you see any error messages, you will have to review the data you've attempted to import and search for the cause of the error. Sources of error could be missing fields, invalid characters (e.g. any extra vertical bars will cause the import to fail or drastically error), or any number of causes. If you can't find out the cause, and only have a few remaining records to import, you could always add them one-at-time using the normal method (<u>http://www.vinylresurgence.com/collections.php?addrec</u>).

**Note:** Do not attempt to re-import any records that have been successfully imported after you've experienced failures --they will become duplicates. Instead of starting from scratch, you could go back to your new spreadsheet and delete the records that imported successfully and start the preparation process again from Step 5.

## Wrap-up

We hope you've found this tutorial helpful and have had a positive experience importing your records. If you have any feedback reguarding the import process, please don't hesitate to e-mail us using the email address listed above.

Additionally, if you need further help, please contact us using the e-mail address listed above.