

Data Import Format Specification for User Records

Field #	Field Name	Data Type	Maximum Length	Required Field?
1	Username	Text	50	Y ¹
2	Donor Group Name	Text	100	N ²
3	Website Name	Text	100	N ²

¹ Username must already exist and be associated with the campaign.

² Either Donor Group Name or Website Name must be provided.

Other Notes

- The file format is "tab delimited", indicating that all fields should be separated by a tab character.
- Field names may be included as the first row of the file, the first row of the file is optional.
- DO NOT include any formatting characters (for example, \$9.00 should be written as 9.00, social security number 888-88-8888 should be written as 888888888).
- Fields are not required, unless specified in the Required Field column or in the footnotes.
- Username must be unique for the specific campaign.