

## Step 1 - Prepping your Data Sheet

This involves a lot of focus. Before starting to prep your sheet, try to make sure you are not going to be interrupted. A mistake made in your data sheet means you will be importing junk onto your site. The goal here is to make sure all necessary fields have an entry, and that all entries are valid.

1. Please note: Your information should all be on one sheet. If there are multiple tabs at the bottom of your data sheet, they will be ignored. For example, all these extra tabs would be ignored by the importer:

43	718-8280B	2007-Current Toyota Tundra Double Cab PowderCoat Black	\$444 00
44	718-8293	2007-Current Toyota Tundra Crew Max Stainless Steel	\$482 00
45	718-8293B	2007-Current Toyota Tundra Crew Max PowderCoat Black	\$444 00

HD STEP HD WHEEL 2 WHEEL PATRIOT BOARD HD BUMPER RS BUMPER JEEP PRODUCTS Bumper Accessories & Lighting

A proper CSV data sheet will end up looking like this:

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	
1	sku	mfg_orgr	title	description	grouping	grouping	list_price	images	video	length	width	height	dim_unit	weight	weight_u	upc	categories	aces	term	pull	capa	brand	fitment	country	oaid	last_update	
2	85885-WR	85885	Warn HD 1	<p>WAR	85885-WR	Warn HD 1	3529.03	https://www.asapn		93	45	48 in		375 lb	1.27E+10	Front Burr	1340				1340	WARN Inc 2003,2003	USA	BCSQ			
3	85886-WR	85886	Warn HD 1	<p>WAR	85886-WR	Warn HD 1	3529.03	https://www.asapn		90	44	47 in		385 lb	1.27E+10	Front Burr	1340				1340	WARN Inc 2010,2010	USA	BCSQ			
4	85887-WR	85887	Warn HD 1	<p>WAR	85887-WR	Warn HD 1	3529.03	https://www.asapn		93	45	48 in		375 lb	1.27E+10	Front Burr	1340				1340	WARN Inc 2011,2011	USA	BCSQ			
5	85881-WR	85881	Warn HD 1	<p>WAR	85881-WR	Warn HD 1	3352.58	https://www.asapn		93	45	28 in		325 lb	1.27E+10	Front Burr	1340				1340	WARN Inc 2003,2003	USA	BCSQ			
6	85882-WR	85882	Warn HD 1	<p>WAR	85882-WR	Warn HD 1	3352.58	https://www.asapn		93	45	28 in		340 lb	1.27E+10	Front Burr	1340				1340	WARN Inc 2010,2010	USA	BCSQ			
7	85883-WR	85883	Warn HD 1	<p>WAR	85883-WR	Warn HD 1	3352.58	https://www.asapn		93	45	28 in		325 lb	1.27E+10	Front Burr	1340				1340	WARN Inc 2001,2001	USA	BCSQ			
8	68801-WR	68801	Warn 16.5	<p>The	68801-WR	Warn 16.5	2499	https://www.asapn		28	13	10 in		134 lb	00 12748 6	Winch & F	1240	16,500 LB			1240	WARN Industries	USA	BCSQ			
9	38631-WR	38631	Warn M82	<p>The	38631-WR	Warn M82	2249	https://www.asapn		22	18	11 in		121 lb	1.27E+10	Winch & F	1240	8,000 LB			1240	WARN Industries	USA	BCSQ			
10	47801-WR	47801	Warn M15	<p>The	47801-WR	Warn M15	2249	https://www.asapn		28,25	13	10,25 in		135 lb	1.27E+10	Winch & F	1240	15,000 LB			1240	WARN Industries	USA	BCSQ			
11	91801-WR	91801	Warn Pow	<p>The	91801-WR	Warn Pow	2314.19	https://www.asapn		13	26	17 in		116 lb	1.27E+10	Winch & F	1240	12,000 LB			1240	WARN Industries	USA	BCSQ			
12	92815-WR	92815	Warn ZEO	<p>The	92815-WR	Warn ZEO	2524.98	https://www.asapn		26,13	8,25	20 in		83 lb	1.27E+10	Winch & F	1240	10,000 LB			1240	WARN Industries	USA	BCSQ			
13	91800-WR	91800	Warn Pow	<p>The	91800-WR	Warn Pow	2210.23	https://www.asapn		13	26	17 in		116 lb	1.27E+10	Winch & F	1240	9,500 LB			1240	WARN Industries	USA	BCSQ			
14	17801-WR	17801	Warn M12	<p>The	17801-WR	Warn M12	1999	https://www.asapn		28	13	11 in		133 lb	1.27E+10	Winch & F	1240	12,000 LB			1240	WARN Industries	USA	BCSQ			
15	71550-WR	71550	Warn 9.0c	<p>The	71550-WR	Warn 9.0c	1879	https://www.asapn		19	25,5	8 in		60 lb	1.27E+10	Winch & F	1240	9,000 LB			1240	WARN Industries	USA	BCSQ			
16	92820-WR	92820	Warn ZEO	<p>The	92820-WR	Warn ZEO	2314.98	https://www.asapn		26,13	8,25	20 in		106 lb	1.27E+10	Winch & F	1240	12,000 LB			1240	WARN Industries	USA	BCSQ			
17	87310-WR	87310	Warn 9.5x	<p>The	87310-WR	Warn 9.5x	1999.85	https://www.asapn		26	18	8 in		79 lb	1.27E+10	Winch & F	1240	9,500 LB			1240	WARN Industries	USA	BCSQ			
18	97600-WR	97600	Warn 9.5c	<p>The	97600-WR	Warn 9.5c	1994.71	https://www.asapn		26	18	9 in		78 lb	1.27E+10	Winch & F	1240	9,500 LB			1240	WARN Industries	USA	BCSQ			
19	85760-WR	85760	Warn 9.5c	<p>The	85760-WR	Warn 9.5c	1968.98	https://www.asapn		28	15,5	17,5 in		125 lb	1.27E+10	Winch & F	1240	9,500 LB			1240	WARN Industries	USA	BCSQ			
20	73010-WR	73010	Warn End	<p>The	73010-WR	Warn End	1910.04	https://www.asapn		26	9	20 in		100 lb	1.27E+10	Winch & F	1240	12,000 LB			1240	WARN Industries	USA	BCSQ			
21	92810-WR	92810	Warn ZEO	<p>The	92810-WR	Warn ZEO	2109.98	https://www.asapn		26,13	8,25	20 in		106 lb	1.27E+10	Winch & F	1240	10,000 LB			1240	WARN Industries	USA	BCSQ			
22	37441-WR	37441	Warn XD9	<p>The	37441-WR	Warn XD9	1939.99	https://www.asapn		28	18	17 in		119 lb	1.27E+10	Winch & F	1240	9,000 LB			1240	WARN Industries	USA	BCSQ			
23	90360-WR	90360	Warn ZEO	<p>The	90360-WR	Warn ZEO	1699	https://www.asapn		28	18,28	16 in		103 lb	1.27E+10	Winch & F	1240	10,000 LB			1240	WARN Industries	USA	BCSQ			
24	90330-WR	90330	Warn ZEO	<p>The	90330-WR	Warn ZEO	1599	https://www.asapn		28	18,25	16 in		103 lb	1.27E+10	Winch & F	1240	8,000 LB			1240	WARN Industries	USA	BCSQ			
25	73040-WR	73040	Warn Off	<p>This	73040-WR	Warn Off	1654.23	https://www.asapn		69,5	20,5	24 in		183 lb	1.27E+10	Front Burr	1340				1240	WARN Industries	USA	BCSQ			
26	68500-WR	68500	Warn ZEO	<p>WAR	68500-WR	Warn ZEO	1240	https://www.asapn		19	25,5	8 in		97 lb	1.27E+10	Winch & F	1240	9,500 LB			1240	WARN Industries	USA	BCSQ			
27	97550-WR	97550	Warn 9.5c	<p>WAR	97550-WR	Warn 9.5c	1656.87	https://www.asapn		26	18	8 in		100 lb	1.27E+10	Winch & F	1240	9,500 LB			1240	WARN Industries	USA	BCSQ			
28	27550-WR	27550	Warn XD9	<p>The	27550-WR	Warn XD9	1639.99	https://www.asapn		26	18	8 in		93 lb	1.27E+10	Winch & F	1240	9,000 LB			1240	WARN Industries	USA	BCSQ			
29	90340-WR	90340	Warn ZEO	<p>The	90340-WR	Warn ZEO	1449	https://www.asapn		28	18,25	16 in		120 lb	1.27E+10	Winch & F	1240	10,000 LB			1240	WARN Industries	USA	BCSQ			
30	89611-WR	89611	Warn ZEO	<p>The	89611-WR	Warn ZEO	1349	https://www.asapn		26,25	8,5	19,75 in		80,45 lb	1.27E+10	Winch & F	1240	10,000 LB			1240	WARN Industries	USA	BCSQ			
31	28500-WR	28500	Warn XD9	<p>The	28500-WR	Warn XD9	1499.99	https://www.asapn		26	18	18 in		83 lb	1.27E+10	Winch & F	1240	9,000 LB			1240	WARN Industries	USA	BCSQ			
32	90260-WR	90260	Warn ZEO	<p>WAR	90260-WR	Warn ZEO	1349	https://www.asapn		28	18,25	16 in		118 lb	1.27E+10	Winch & F	1240	8,000 LB			1240	WARN Industries	USA	BCSQ			
33	73961-WR	73961	Warn Off	<p>Like	73961-WR	Warn Off	1376.32	https://www.asapn		73	23	13,5 in		111,25 lb	1.27E+10	Rear Burr	1340				1240	WARN Inc 2007,2007	USA	BCSQ			
34	89305-WR	89305	Warn ZEO	<p>WAR	89305-WR	Warn ZEO	1240	https://www.asapn		26,25	8,5	19,75 in		79,95 lb	1.27E+10	Winch & F	1240	8,000 LB			1240	WARN Industries	USA	BCSQ			
35	87800-WR	87800	Warn M86	<p>The	87800-WR	Warn M86	1312.34	https://www.asapn		26	18	6 in		63 lb	1.27E+10	Winch & F	1240	8,000 LB			1240	WARN Industries	USA	BCSQ			
36	89120-WR	89120	Warn ZEO	<p>WAR	89120-WR	Warn ZEO	1199	https://www.asapn		26,25	8,5	19,75 in		103,5 lb	1.27E+10	Winch & F	1240	12,000 LB			1240	WARN Industries	USA	BCSQ			
37	88990-WR	88990	Warn ZEO	<p>WAR	88990-WR	Warn ZEO	1099	https://www.asapn		26,25	8,5	19,75 in		103,5 lb	1.27E+10	Winch & F	1240	10,000 LB			1240	WARN Industries	USA	BCSQ			
38	68450-WR	68450	Rock Craw	<p>This	68450-WR	Rock Craw	1139.78	https://www.asapn		68	26	11 in		176 lb	1.27E+10	Exterior P.	1340				1240	WARN Inc 1989,1989	USA	BCSQ			
39	68490-WR	68490	Rock Craw	<p>Rock	68490-WR	Rock Craw	1062.6	https://www.asapn		66	19	11 in		125 lb	1.27E+10	Exterior P.	1340				1240	WARN Inc 1989,1989	USA	BCSQ			
40	86598-WR	86598	Warn Off	<p>WAR	86598-WR	Warn Off	10.59	https://www.asapn		6,5	6,5	0,75 in		1 lb	1.27E+10	ATV Light	50739				1240	WARN Industries	USA	BCSQ			
41	88994-WR	88994	Warn ATV	<p>WAR	88994-WR	Warn ATV	14.75	https://www.asapn		5	4,75	2 in		0,8 lb	1.27E+10	ATV Acces	14306				1240	WARN Industries	USA	BCSQ			

This may look a bit intimidating, but it will save you months of importing in the future.

2. In some fields you will see a double or triple comma. One thing to remember is that comma's separate fields in CSV's. So double or triple comma's mean a field is being skipped. A good example is in the fitment column, you might notice those commas near the end. That's because the Trim field is being skipped, probably because that item doesn't have a Trim field to add, which is perfectly fine.

D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	
>>WAR	85885-WR	Warn HD 1	<p>WAR	85885-WR	Warn HD 1	3529.03	https://www.asapn		93	45	48 in		375 lb	1.27E+10	Front Burr	1340	WARN Inc 2003,2003	USA
>>WAR	85886-WR	Warn HD 1	<p>WAR	85886-WR	Warn HD 1	3529.03	https://www.asapn		90	44	47 in		385 lb	1.27E+10	Front Burr	1340	WARN Inc 2010,2010	USA
>>WAR	85887-WR	Warn HD 1	<p>WAR	85887-WR	Warn HD 1	3529.03	https://www.asapn		93	45	48 in		375 lb	1.27E+10	Front Burr	1340	WARN Inc 2011,2011	USA
>>WAR	85881-WR	Warn HD 1	<p>WAR	85881-WR	Warn HD 1	3352.58	https://www.asapn		93	45	28 in							

3. On ASAP data, you'll get the SKU number first, then the manufacturer's original SKU. The reason we have it set up that way, is some brand will have duplicate part numbers. Since you can't load duplicate part numbers, we have the amended first SKU column to distinguish each one. That way when you're loading, you won't see a message saying only 3 out of 400 parts (for example) have been loaded.
4. The grouping columns are recommended for a better user experience. These columns are meant for multiple items that are the same part, but in different colors, lengths, etcetera. These columns determine which parts are variations of the same item, and places them as options in a dropdown list for the item that the user can then choose from.
5. The pricing column cannot have any dollar signs or formulas. The whole data sheet is loaded literally as html code. The formulas and dollar sign symbol will confuse it. Make sure it is a decimal number. No "\$300", only "300". You can check the column for any dollar signs by using excels find feature. This is usually under the home tab in the toolbar, and has a pair of binoculars for it's icon, titled "Find & Select".
6. For the images, you will be given the choice of using a zip file or a URL. We highly recommend using the URL for this field. It will save you a whole lot of time to use the URL, rather than importing each image by hand.
7. For dimensions, most data sheets will have the dimensions, then the unit. For the weights, most data sheets will have the weight listed in pounds. You'll want to scroll through and note if a manufacturer is using something other than pounds. If so, you'll need to remember which manufacturer it was for the import process. There are instructions on how to take care of this as well.
8. If you get a data sheet with columns for fields that you don't need, don't worry about it. If you don't have a field to map it to on your site, the importer will simply ignore that column. If you'd like to delete the column for any reason, you can do that too. The importer will ONLY load the columns that have an existing field on your site.
9. You'll always want the SKU's, Title, Description, Image, Brand, Dimensions, Weight, Categories. Make sure there are no blanks in these fields. You can check out our "Using the Filter to Check Info" instructions on how to filter through these categories to only view blanks. It will save you some time, rather than scrolling through the data sheet and will be more accurate than skimming for blanks. 😊
10. Lastly, remember the file extension is .csv, not a .xls or any other extension. If it's another extension, you can copy and paste it in another sheet, then save it as a .csv file.

