How to Import your Database from FitPro+™ to FitPro™ Ultra Software
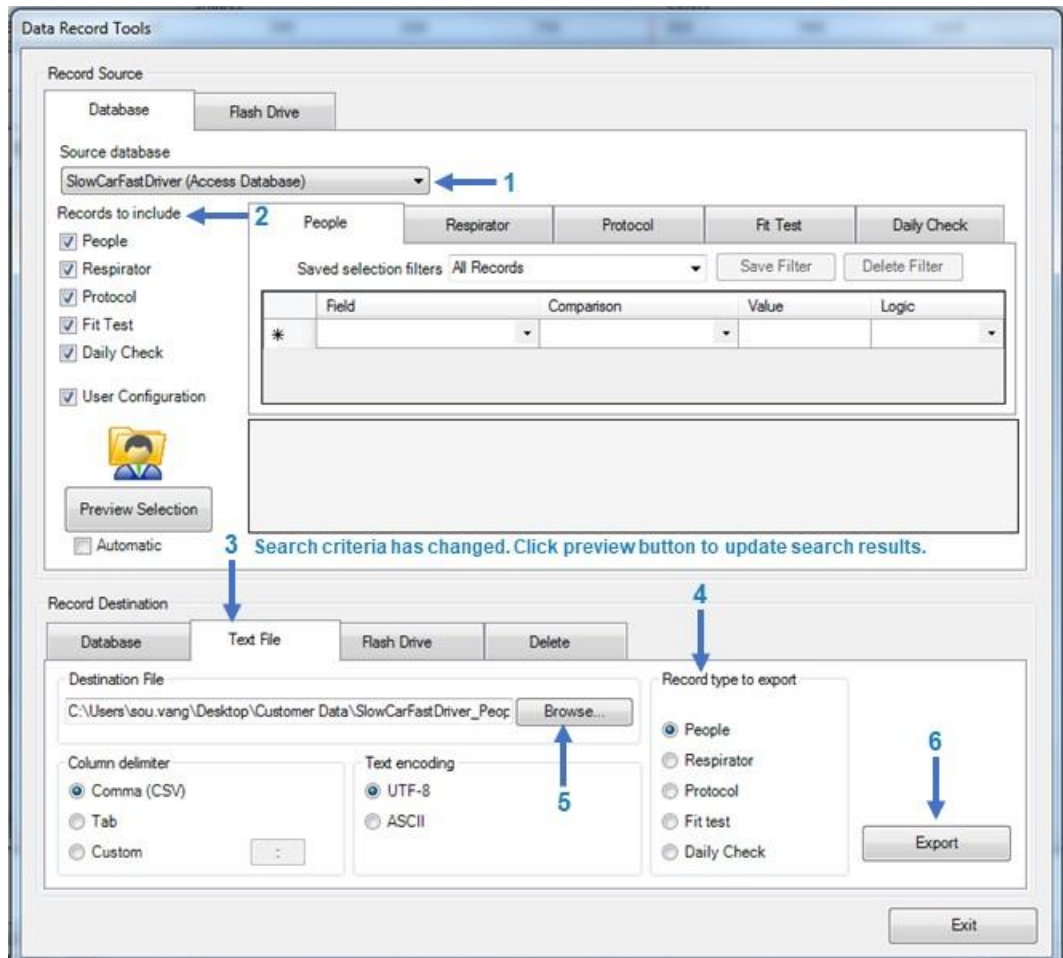
1. Open FitPro+™ software and go to **Database → Data Record Tools**.

2. In **Data Record Tools**, under the **Source Database** select your desired database to export **(1)**. Under **Records** to include, select all available fields **(2)**. Next you will need to select the **Text File** tab **(3)**. Then you will need to select the records you want to export **(4)**.
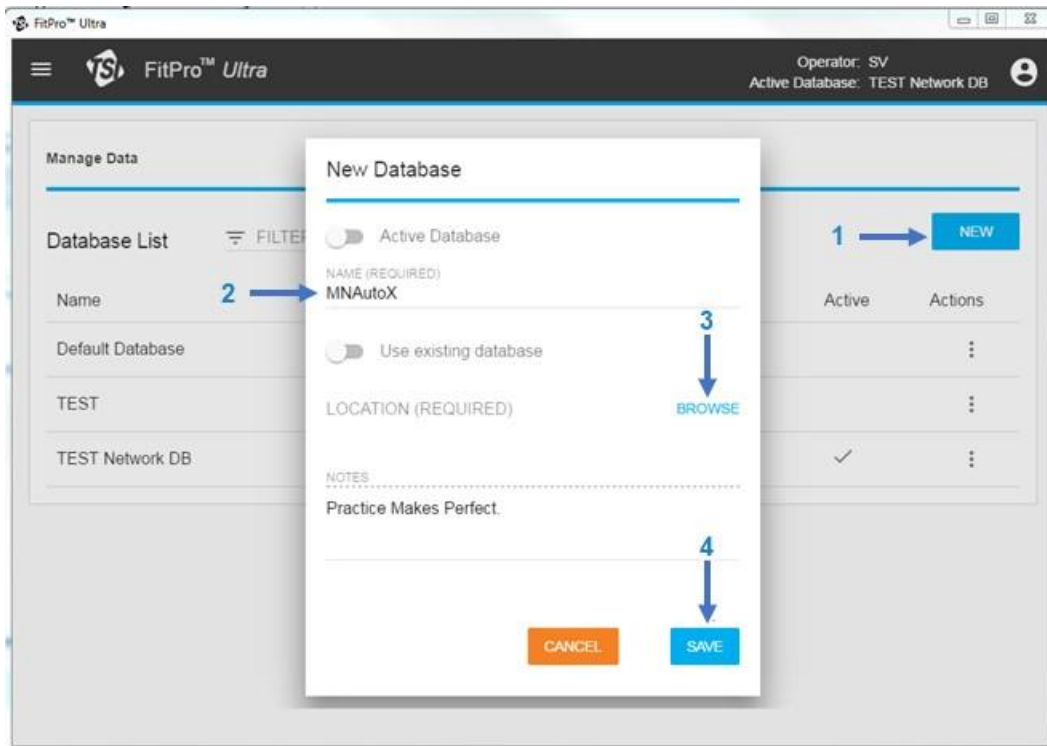
NOTICE
To fully transfer a database you will have to copy; People, Respirator, Fit Test, and Daily Check tables over. This means you will need to repeat 4, 5, 6 multiple times. Protocol is not normally exported unless you have a Custom Protocol or your Protocol is not one of the standard Protocol's available in FitPro™ Ultra software.

3. Next **Browse** to your desired location to save **(5)**. Finally select the **Export** button to export the record to the selected location **(6)**.

4. After you have exported all your desired tables, the next step is to import them into the FitPro™ Ultra software.

   It is strongly recommended that you use the latest version of FitPro™ Ultra software as only version 4.1 and above will allow you to import your FitPro+ database.

5. Open FitPro™ Ultra software and go to **Menu → Data Management**. In **Data Management** create a New Database to import your old database to. To create a New Database, click on **NEW (1) →** type in the **NAME** for the database **(2) →** select a **LOCATION** on the computer **(3)**. *To select the default location, it is located in* *Documents → Public Documents → TSI → fitpro*. Click **Save (4)**.

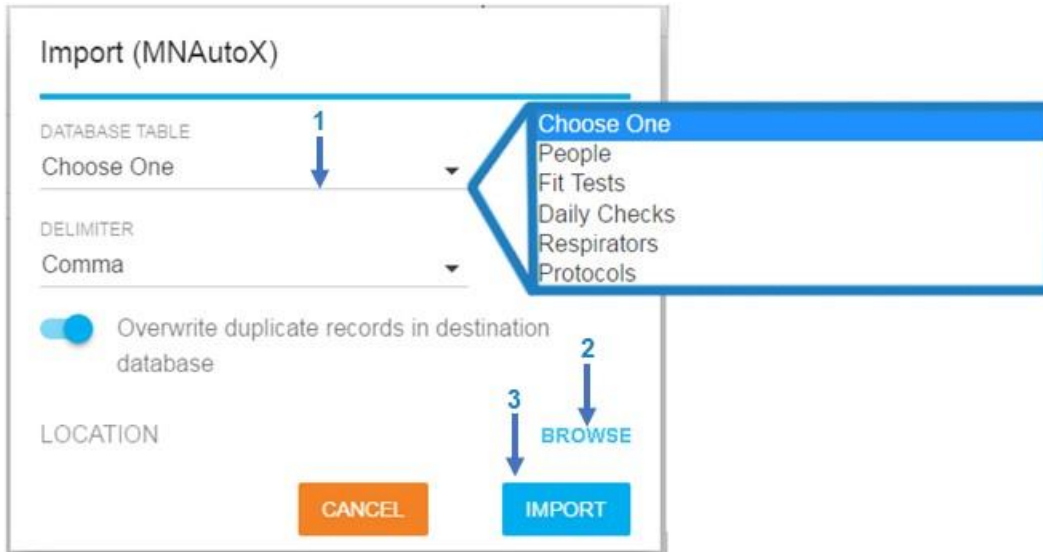6. Next click on the **Action** menu on the far right of your Database **(1)** and select **Import (2)**.
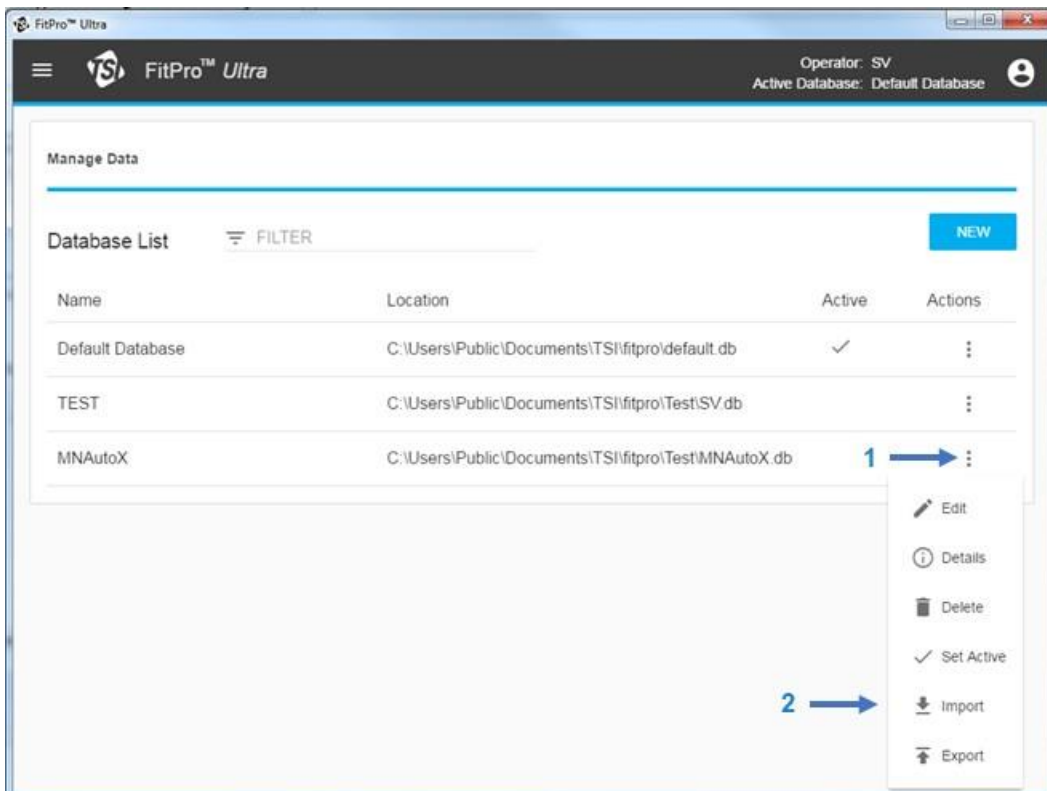
7. In the **Import** menu under the **Database Table** select your **Table** to import **(1)**. Under **Location** select **BROWSE (2)** and select your exported file from Step 2.

NOTICE

You will need to import each Table (People, Respirator, Fit Test, and Daily Check) individually in order to fully convert your database over. This will mean repeating the process multiple times but selecting a different Table each time. Your DATABASE TABLE Type and the exported Table must match otherwise the import will not work and you will receive a Fail to Import Message.

After you selected your desired Table, click **IMPORT (3)**. If successful you will receive an "**Import Complete : Successfully Imported (Number) Records**" Message.

8. To make your database ACTIVE click on the **Actions** menu on the far right and select **SET ACTIVE**.

Knowledge Beyond Measure.