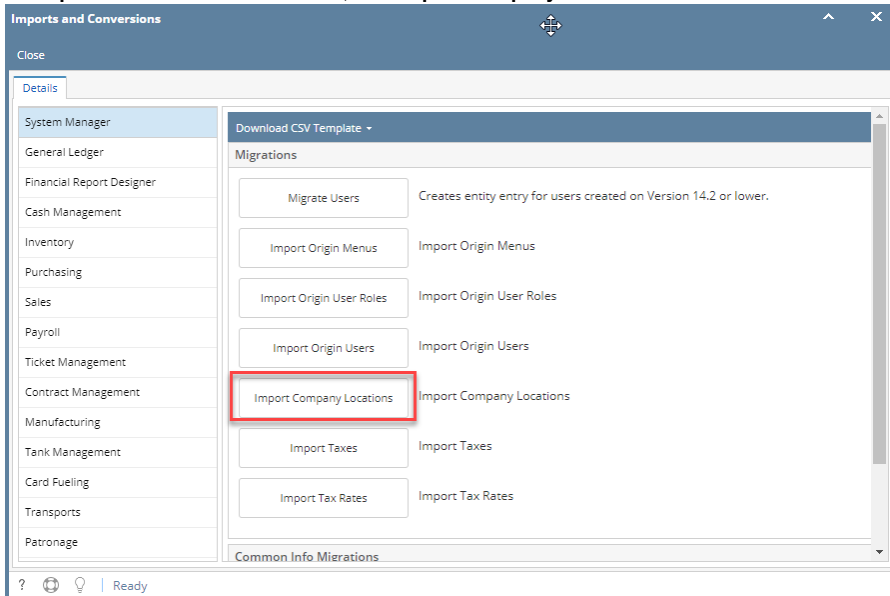


# How to Import Origin Company Locations into i21 company

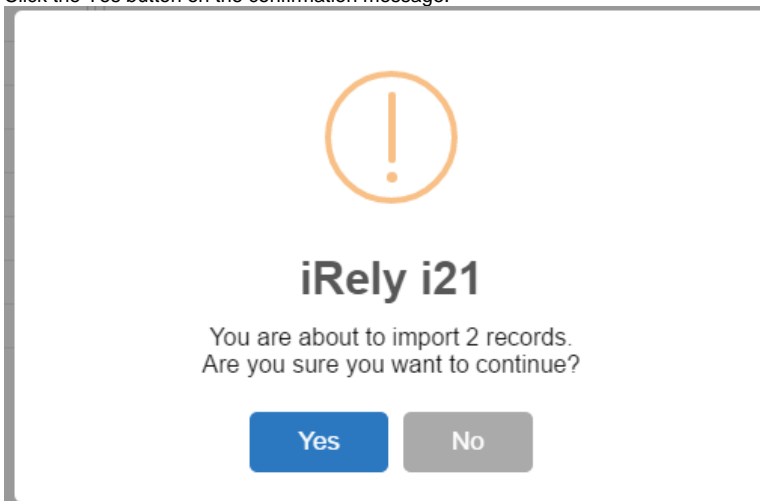
Origin Company Locations can be imported to i21 company through **Origin Conversions** screen.

Here is how to Import Company Locations from Origin System into i21 company:

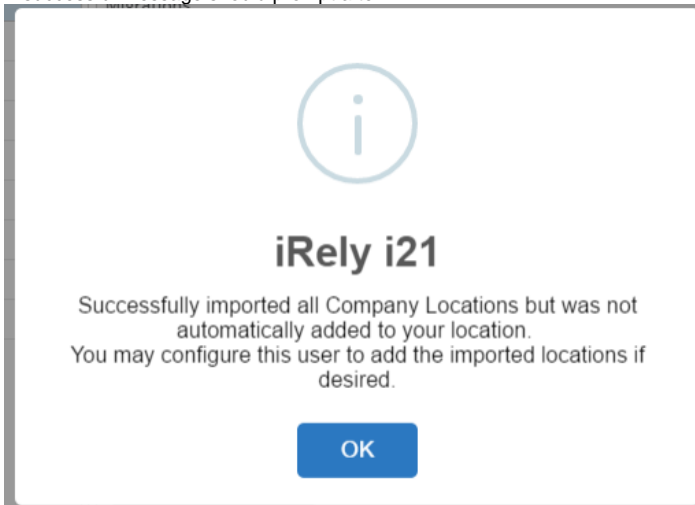
1. Login as **Admin User**
2. On user's menu panel, go to **System Manager** menu then open **Imports and Conversions** menu
3. On **Imports and Conversions** screen, click **Import Company Locations** button



4. Click the Yes button on the confirmation message:



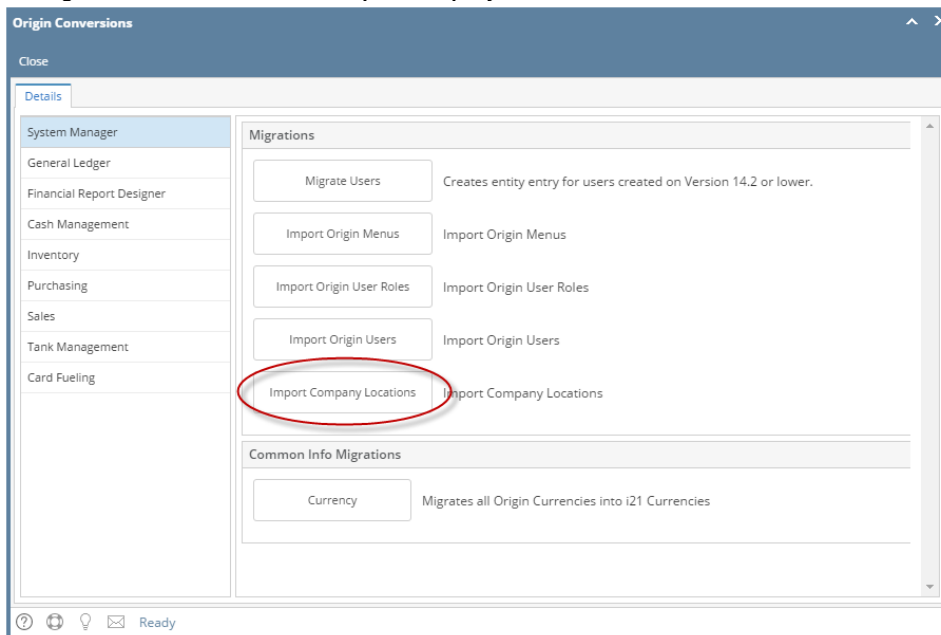
5. A successful message should prompt after.



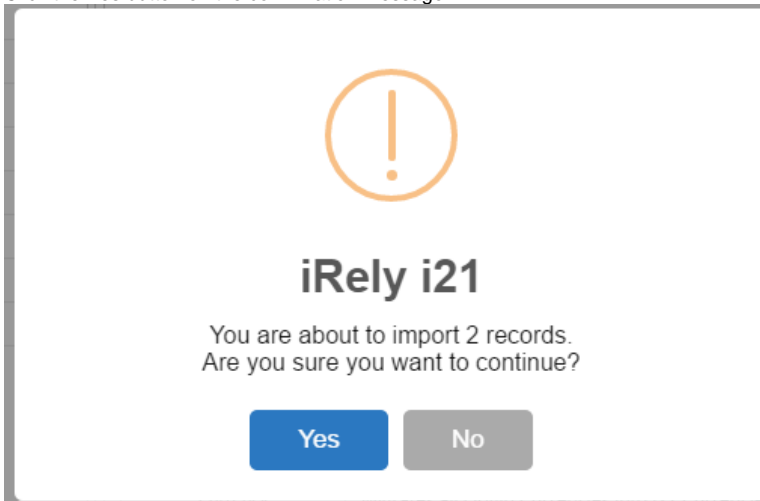
6. Imported Company Locations will be added on the list in Common Info > Company Locations.

**Here is how to Import Company Locations from Origin System into i21 company:**

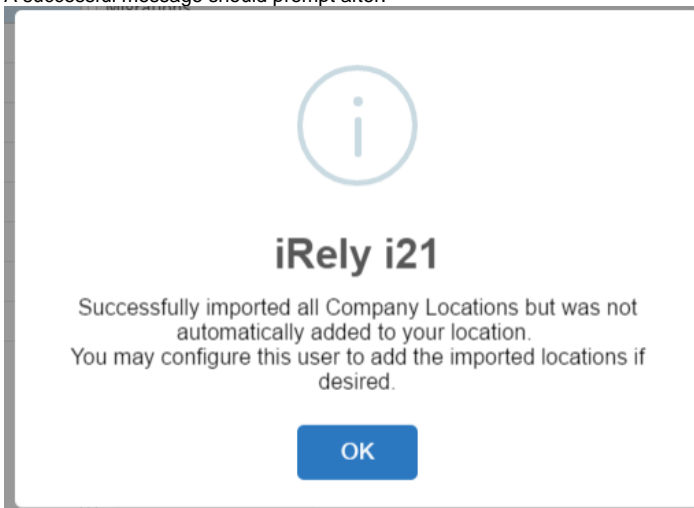
1. Login as **Admin User**
2. On user's menu panel, go to System Manager folder then click **Utilities** folder
3. Open **Origin Conversions** menu
4. On **Origin Conversions** screen, click **Import Company Locations** button



5. Click the Yes button on the confirmation message:



6. A successful message should prompt after.



7. Imported Company Locations will be added on the list in Common Info > Company Locations.

Company Locations				
New Open Refresh Export Close				
Layout Filter Records (73) 15 record(s)				
<input type="checkbox"/>	Location Name	Location Type	Location	Active
<input type="checkbox"/>	0000 - Home Office	Office	0000	true
<input type="checkbox"/>	0001 - Fort Wayne	Warehouse	0001	true
<input type="checkbox"/>	0002 - Indianapolis	Warehouse	0002	true
<input type="checkbox"/>	0003 - Richmond	Plant	0003	true
<input type="checkbox"/>	0004 - South Bend	Farm	0004	true
<input type="checkbox"/>	0005 - Chatham	Warehouse	0005	true
<input type="checkbox"/>	0006 - Blenheim	Warehouse	0006	true
<input type="checkbox"/>	0007 - Port Albert	Warehouse	0007	true
<input type="checkbox"/>	0101 - iRely Mart	Office	0101	true
<input type="checkbox"/>	0555 - Test Location	Office		true
<input type="checkbox"/>	Loc 01	Office		true
<input type="checkbox"/>	Loc 02	Office		true
<input type="checkbox"/>	Loc 03	Warehouse		true
<input type="checkbox"/>	Loc 02 - 558	Office		true
<input type="checkbox"/>	Loc 03 - 560	Office		true