indition™

INDITION COMMERCE

Data Migration and Import

Setup Guide — getting it installed, getting your store ready for the move, and the settings that control it.

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Getting it

Data Migration and Import is an app. When Indition has made it available to your store, it appears in **Apps → App Store**; press its card to add it. Adding it sets everything up in one step: its screens, its permissions, its scheduled job and its settings.

Once added, **Apps** in your admin menu gains two entries:

MENU ENTRY	WHAT IT IS FOR
Bring my store across	The step-by-step screens a shop uses to move in.
Migration console	The detailed view used by support: every migration, every record, every run.

Your store's own admin role has full access to both.

Get your store ready first

The move puts every record somewhere in your store, so those places need to exist before the data arrives. Check each of these before you press Connect.

Prices

At least one price level of your own (not MSRP, MAP or Cost). Imported prices go into the level you choose.

Products

- A product page that displays products. If some categories use a different page, set those pages up too.
- The product content field your descriptions should go into.
- The stores your products should be sold in.

Orders

- The order status a finished sale should have, normally Completed.
- Delivery methods on each store, including an in-store purchase or pickup method. The Decisions screen reminds you to check these.
- Your store locations (In-Store Pickup locations). Orders show under a location, so each shop you run needs one.

Repairs

- Service & Repair installed and a store set up for repairs, with its work-order numbering.
- A repair location for each shop that takes repairs.

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One store, several shops

Two shops that share one catalog, one price list and one website are one store on Indition with several locations. Set it up that way: one store, one In-Store Pickup location per shop, and one Service & Repair location per shop.

The migration then asks two location questions:

QUESTION	ROWS	ANSWER WITH
Which of your locations took each till's sales?	Each till in your old system, each shop web orders were collected at, and other web orders	One of your locations per row; other web orders can stay online with no location
Which of your repair locations took each old location's repairs?	Each location in your old system, and repairs with none recorded	One of your repair locations per row

Several tills, or several old locations, can go to the same location. With a single location both questions answer themselves.

Settings

Settings are under **Admin → Settings**, with **Data Migration and Import** chosen in **Edit settings for**.

Extraction rate (records per second)

How many records a migration reads from your old system per second. Your old system is still live while it is being read, with your staff using it, so the pace is deliberately gentle.

VALUE	PACE
1 (default)	One record every second; about ten hours for 30,000 records
2	Two a second; about half the time
0.5	One every two seconds

The allowed range is 0.1 to 10; anything else reads as 1. A change reaches a migration that is already running within half a minute. Raise it only if your old system can take the extra load.

Switching it off

The app can be switched off from its App Store card. While it is off, its screens say so and nothing runs. Switching it back on carries on exactly where it left off.

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How it runs in the background

A scheduled job, **Data Migration and Import**, checks every minute for work. One run at a time keeps going for up to an hour, reading or moving data in, saving its progress every few seconds. If it stops for any reason, the next minute's check carries on from where it saved. You do not need to keep a page open.

The job is added for you. You can see it in **Admin → Scheduled Jobs**; leave it switched on while a migration is running.

The sign-in to your old system

- **Stored encrypted**, and never shown on any screen.
- **Kept for 30 days**, so the read can sign itself back in whenever your old system ends a session. Expired sessions never need you.
- **Deleted on request** from What arrived (**Forget my sign-in**), or automatically after the 30 days.
- **Read-only:** the migration only ever reads your old system. Nothing there is changed.

If the sign-in stops working, for example because the password was changed, the read pauses and the Progress screen asks for a new one. Everything already read is kept.

Before you go live

1. Run a sample first if you want to see the shape of the data in minutes.
2. Answer every question on Decisions, including the location questions.
3. For extra care, choose **Extract only** on Connect, look over Review data, and approve when you are happy.
4. Keep the Migration report: it records every decision the move ran with.

The whole migration can be undone from the report if you need to start again.

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