

# tFlow Approval CSV user import

---

Microsoft Windows 7, 8, 8.1 and Srv 2003, 2008, 2011 (32 – 64 bits)

rev 1 - 10-28-2014

author: AP

maintainer: AP

tFlow Approval is a web platform which streamlines the approval process between creatives, marketing departments, pre-press and printing houses, and customers. It provides a quick and efficient way to collaborate and approve projects, avoiding lengthy email and file exchanges.

Approval allows users to deliver documents electronically, store and organize revisions, add and view comments and annotations, check the incoming PDFs (preflight), and to approve final assets. Approval can also be connected to other systems such as MIS, Web2Print, RIPS, or tFlow production for a fully automated workflow.

## Intro

The user management section of tFlow Approval contains a section called “Import”. In this section is possible to import a CSV file containing the list of user to import or to update. This makes easy the importing and synchronization of large amount of user and company accounts.

## CSV file format

Sample CSV file:

```
Tucanna,"Tucanna Test
Client",Darrian,darrian.young@gmail.com,81dc9bdb52d04dc20036dbd8313ed055,en,send_email_all_events,freque
ncy_daily,"Tucanna Approvers",,,,

Outlook,Outlook,Outlook,darrian.young@outlook.com,202cb962ac59075b964b07152d234b70,en,send_email_all_eve
nts,frequency_daily,"Outlook main group",,,,

Appleseed,Appleseed,"John
Appleseed",john@seed.com,202cb962ac59075b964b07152d234b70,en,send_email_all_events,frequency_daily,"Appl
eseed main group",,,,

Tucanna,"Tucanna Test
Client",lh1jkh1,new@nowhere.net,202cb962ac59075b964b07152d234b70,en,send_email_all_events,frequency_dail
y,all,"Tucanna Approvers",,,,

"test company 2","test company 2","new
user",user2@test.net,202cb962ac59075b964b07152d234b70,en,send_email_all_events,frequency_daily,"test
company 2 main group",,,,

"test company","this is a test company
descriptions",testAdmin,admin@test.net,202cb962ac59075b964b07152d234b70,en,send_email_all_events,frequen
cy_realtime,"test company main group","test company workgroup",,,
```

## Fields description

The fields are:

- company\_name - The name of the company that owns the user account. If the company doesn't exist, it will be created. This field is mandatory.
- company\_description - The description of the company. Used only when creating a new company. This field is mandatory.
- user\_name - The name of the user account. If the user account already exists an error will be generated. This field is mandatory.
- user\_email - The user's email. Must be unique. This field is mandatory.

- user\_password - MD5 hash of the user's password. This field is mandatory. Using 202cb962ac59075b964b07152d234b70 means password '123'.
- user\_language - Two-letter code of the language supported by the system. Currently en or it. If empty or not present, en is assumed.
- user\_send\_email\_class - one of the following values:  
send\_email\_all\_events, send\_email\_jobs\_changes, send\_email\_for\_intervention, send\_email\_never  
If empty or not present, send\_email\_all\_events is assumed.
- user\_send\_email\_frequency - one of the following values:  
frequency\_realtime, frequency\_daily, frequency\_on\_monday, frequency\_on\_tuesday,  
frequency\_on\_wednesday, frequency\_on\_thursday, frequency\_on\_friday, frequency\_on\_saturday,  
frequency\_on\_Sunday  
If empty or not present, frequency\_realtime is assumed.
- workgroup\_name\_1  
Up to 5 optional workgroup names. If the workgroup doesn't exist, it will be created with no roles assigned, the administrator should review created workgroups and assign relevant roles manually.
- workgroup\_name\_2
- workgroup\_name\_3
- workgroup\_name\_4
- workgroup\_name\_5

## Notes

1. Any line in the CSV defines one user.
2. All the line fields must be comma (,) separated. For missed fields at the end of the line, the delimiting commas are not necessary.
3. If a value contains blank spaces then the field shall be isolated into quotation marks (“
4. The password field must be MD5 encoded.  
Here an online MD5 encoder: <http://www.miraclesalad.com/webtools/md5.php>  
The “123” default psw is encoded as: 202cb962ac59075b964b07152d234b70
5. The CSV file shall contains no column headers and any blank line
6. Despite those five workgroups which can be specified in each input line, for each company, a default workgroup is automatically created. The default workgroup has name <company name> Main Group and roles those are defined in the configuration (\$\_DEFAULT\_ROLE\_NAMES array). All users of a company become members of the default workgroup.
7. All lines in a CSV are imported as a whole. That is, it follows the “all or nothing” principle: in case of an error in any input line, the whole file data is not saved.