

Upload a Vehicle Diagnostics File

Overview

The Maintenance and Utilization module Vehicle Diagnostics Upload process provides the ability to upload one to many Vehicle Diagnostics associated within the M&U module. The ability to identify any errors during the process is also available. The process uses .csv files to upload the data.

1. **File Upload** – Locate the .csv file to upload
2. **Choose Template** – Choose the type of data to convert
3. **Specify Columns** – Match the mandatory columns to the .csv data
4. **Update DPAS** – Upload and initially verify the data
5. **Transaction Results** – Verify the results were processed successfully

Navigation

Utilities > File Upload > Vehicle Diagnostics > Vehicle Diagnostics Upload page

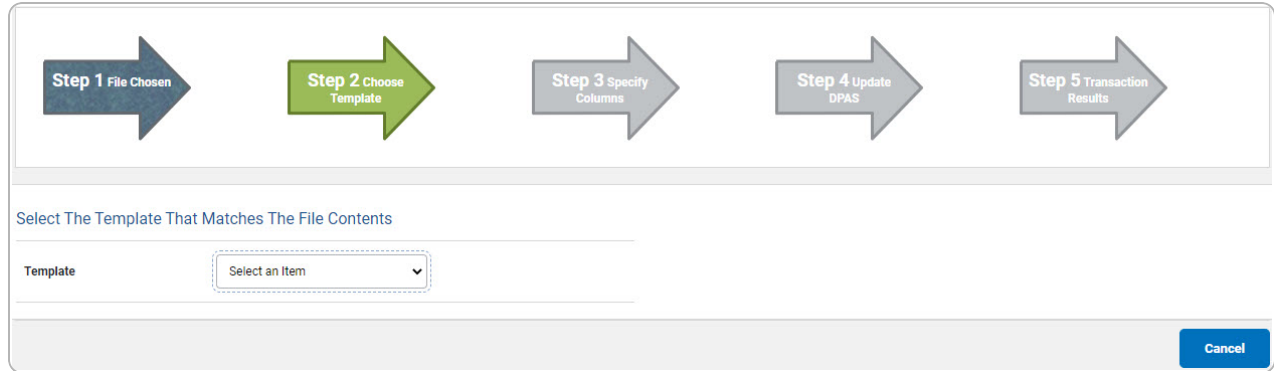
Procedures

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Selecting **Cancel** at any point of this procedure removes all revisions and closes the page. **Bold** numbered steps are required.



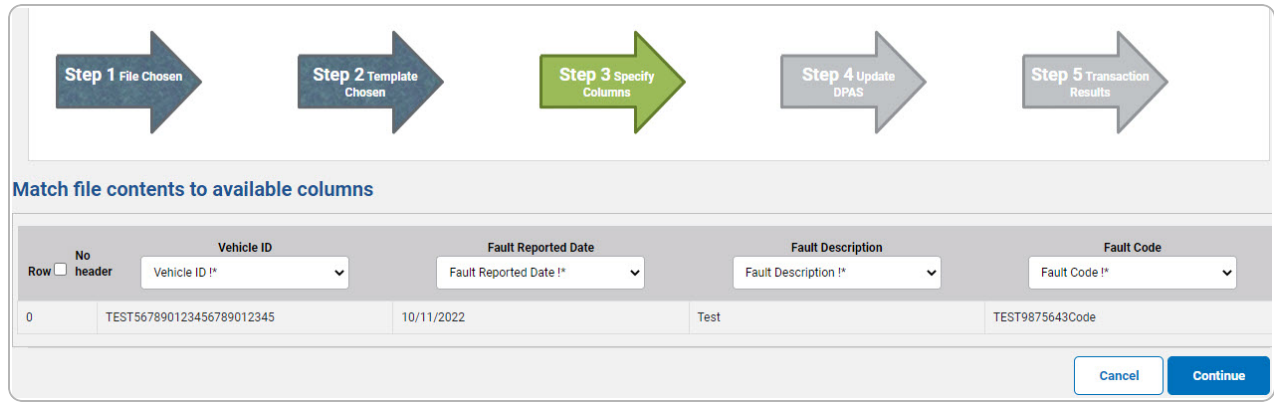
1. Select in the Upload File Path field. *The Windows **Choose File to Upload** pop-up window appears.*
2. Choose the .csv file to attach, and select it.
3. Select . *The **Choose File to Upload** pop-up window closes, the file name appears in the Upload File Path field, and the Choose Template step automatically appears.*



Select The Template That Matches The File Contents

Template


4. Use to select the Vehicle Diagnostics file template. *The Specify Columns step automatically appears, with a grid showing the file's contents.*




Match file contents to available columns

No header	Vehicle ID	Fault Reported Date	Fault Description	Fault Code
<input type="checkbox"/>	Vehicle ID !*	Fault Reported Date !*	Fault Description !*	Fault Code !*
0	TEST567890123456789012345	10/11/2022	Test	TEST9875643Code

5. Click to select the No Header. *Only select if the .csv file does NOT have a header row listing the column contents.*
6. Use to select the correct column indicator for the Vehicle ID.
7. Use to select the correct column indicator for the Fault Reported Date.
8. Use to select the correct column indicator for the Fault Description.
9. Use to select the correct column indicator for the Fault Code.






10. For all other rows, use  to select Not Used.

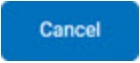
11. Select . The file upload starts validating.



If the validation fails:

A. The following symbols specify the error for the individual cell:

-  — Error
-  — Invalid Data Type
-  — Data not found in Look up
-  — Value Required
-  — Max Length of field exceeded. Max Length: x

B. Select  twice to return to the **File Upload** page.

C. Review and edit the original .csv file outside of DPAS.

D. Return to Step 1.

If the validation passes:

The Update DPAS step appears.



12. Select . The file is finalized, checked for errors, and the Transaction Results step appears.

Status	Action Required	Details
Success		Template Successful Duration Err Count
		Vehicle Diagnostics Upload True 00:00:00.0468866 0

If the file **does not** pass validation:



Help Reference Guide

- A. Review and edit the original .csv file outside of DPAS.
- B. Select . The page returns to the **File Upload** page, and repeat the process with the revised file.

If the file **does** pass validation:

- A. Select to print a report of the transaction. The **Print a File Upload** page appears.



- B. Select . The **File Upload** page appears.

