



AMS

The Martial Arts Management Company
That Does It All

Technology Team



Complimentary Data Import for New ATLAS Users

We want to help you get “up and running” with ATLAS Martial Arts Software as quickly and easily as possible!

If you’re moving to ATLAS from another software, or if you have your students (and/or prospects) in a spreadsheet, we can help you get that information input into the ATLAS system smoothly.

Our standard (FREE) data import process includes migrating the following information into ATLAS.

Student Data Fields

Buyerfirstname	Buyerlastname	BuyerDOB	BuyerGender
BuyerCountry	Buyeraddress	BuyerZipCode	BuyerPhoneCell
OptIn	BuyerPhoneHom	BuyerEmaile	BuyerPhoneWork
Studentfirstname	Studentlastname	StudentDOB	StudentGender
StudentCountry	Studentaddress	StudentZipCode	StudentPhoneCell
OptIn	StudentPhoneHome	StudentPhoneWork	StudentEmail
Program	Style	Rank	AgreementType
Agreement Date	CourseDuration#	CourseDurationTerm	CourseStartDate
CourseEndDate	TotalCourseFee	ServiceCharge	Discount
DownPaymentAmount	HowDnPmntCollected	TotalPaymentDue	PaymentCount
PaymentFreq	PaymentAmount	PaymentStartDate	LateFee
CollectionMethod	ReturnFee	AgreementComments	BillingInstrucionforAMS

Prospect Data Fields

FirstName	LastName	Gender	AddressCountry
StreetAddress	Zip	CellPhone	SMSOptIn
HomePhone	WorkPhone	EmailAddress	ProgramInterested
ProspectSource	ProspectDOB		

Information Regarding Missing Data

AMS works hard to make the transition to ATLAS as smooth as possible. However, due to variances between software systems, data imported from the previous system may not match ATLAS perfectly. In these cases, we will place easy to find placeholder information in certain areas to ensure ATLAS will successfully import your data. The following chart contains the fields they fill, the

place holder data (BLUE highlight), and the condition for its use. After the import process is complete, it is important to find the placeholder information and replace it with the correct information.

Data Defaults

** The data in the blue highlight is what is placed into the system **

FIELD	DATA INSERTED	CONDITION
BuyerDOB	1/1/1988	If no birthdate is provided
BuyerAddress	IMPORT ADDRESS	If no address is Provided
BuyerCity	IMPORT CITY	If no address is Provided
BuyerState	IMPORT STATE	If no address is Provided
BuyerZipCode	11111	If no address is Provided
BuyerCountry	UNITED STATES	If no address is Provided
BuyerProgram	IMPORT PROGRAM	For buyers: The program is blank or the program does not match what is in ATLAS
BuyerStyle	IMPORT STYLE	For buyers: The style is blank or the style does not match what is in ATLAS
BuyerRank	IMPORT RANK	For buyers: The rank is blank or the rank does not match what is in ATLAS
StudentAddress1	IMPORT ADDRESS	If no address is Provided
StudentCity1	IMPORT CITY	If no address is Provided
StudentState1	IMPORT STATE	If no address is Provided
StudentZipCode1	11111	If no address is Provided
StudentCountry1	UNITED STATES	If no address is Provided
StudentProgram1	IMPORT PROGRAM	For students: The program is blank or the program does not match what is in ATLAS
StudentStyle1	IMPORT STYLE	For students: The style is blank or the style does not match what is in ATLAS
StudentRank1	IMPORT RANK	For students: The rank is blank or the rank does not match what is in ATLAS

Additionally, If the Student does not have address information, the Buyer address information will be used instead.