

**OrgPublisher Advanced File Layout**

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# Advanced Input File Layout

The Input File Layout defines the order of columns in the comma-separated test file that OrgPublisher opens to generate your org chart. The Advanced, along with the Basic version of the file layout, is used in OrgPublisher as one of the official data formats for OrgPublisher Prebuilt Reports.

The Advanced File Layout includes the data field names, types, lengths, categories and descriptions that are used as functional fields for features in OrgPublisher, [Modeling](http://www.aquire.com/software/workforce_modeling), and [Org Design Center](http://www.aquire.com/software/org-design-center). This file layout does not include any customized data.

Each record in an OrgPublisher input file typically represents a manager, an employee, an open position, an assistant, a partner, or a contractor in the org chart. In addition, an input record can represent a normal box, assistant box, or a partner box within the hierarchy of boxes in the chart.

The first two fields are required to build a reporting structure. These fields can include information from your HR database, such as a supervisor ID and an employee ID, or a supervisory department and reporting department. Each person or position in an org chart is represented by only one record in the Input File. However, a person may occupy more than one position in the chart and may appear in multiple input records.

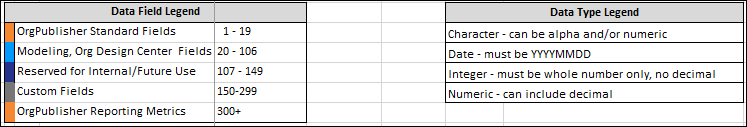
## Sample CSV File

You can use the sample CSV file to preview what a File Layout looks like, and even try it out by importing it into the New Chart Wizard.



## Advanced Input File Layout Table

The color coded legend in the upper left corner helps you identify where your data should be mapped. The first two field sections are required and must be mapped with your associated data.



OrgPublisher uses data specifically geared toward the type of report or chart you want to create. Custom fields use data rows 150 through 299. Any field you want to use that does not map to the specified fields in the File Layout should be considered as a custom field, starting with data row 150.

The HRIS column used for your SAP® solution field names, where applicable.

It is important that the data feed include all fields, even should they be left blank since no associated HR data is being provided for a select number of fields. No blank fields are required beyond the last data row you utilize to populate the UFL (example: if you have 5 custom fields that populate data rows 150-154, you are not required to deliver a file layout that goes beyond data row 154.

