Importing Assets into eRental

This guide will walk you through how to export assets from integraRental and import them into eRental.

Please note: Assets added/removed in integraRental <u>are not</u> automatically added/removed from eRental.

1. # Log into integraRental and Export Assets to CSV File

   integraRental > Import/Export > Export Asset > Export to CSV

2. # Copy/Paste the CSV File and Rename the File: Import_Asset

   We will work with Import_Asset.csv to prepare it for import into eRental

   Export_Asset.csv should remain untouched as snapshot of assets in integraRental as of today's date.

Name	Type
Export_Asset	Microsoft Excel Comma Separated Values File
Import_Asset	Microsoft Excel Comma Separated Values File

3. # Open Import_Asset.csv and Note the following columns:

   a. **assetMasterId** (Column C) – Keep this

   b. **AssetItemDescription** (Column B) or **description** (Column H) – Keep one or both of these
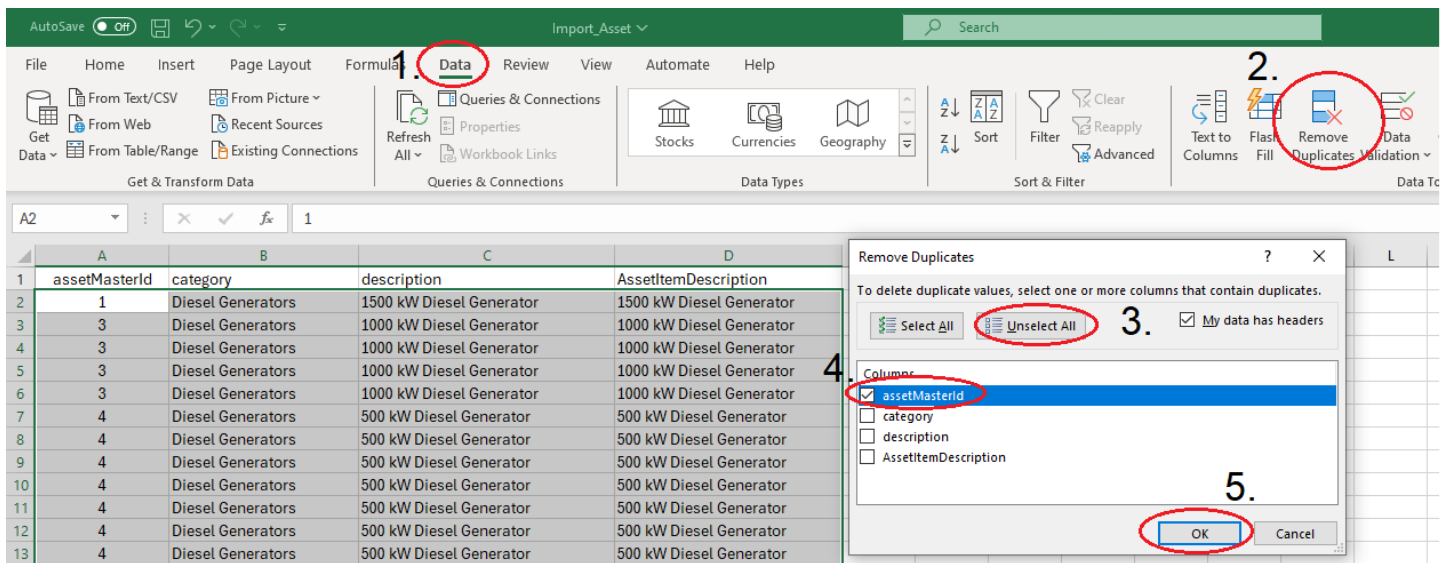
   c. **Category** (Column D) – Keep this

   All other columns can be removed/deleted, we will not need them for the import.

A	B	C	D
assetMasterId	category	description	AssetItemDescription

You may see that there are duplicate assetMasterId numbers throughout the data. This is because you have several serialized/non-serialized assets assigned to that one Rental Asset Master ID. eRental is smart enough to check all integraRental assets tied to a singular Rental Asset Master ID.

4. ## Remove Duplicate Asset Master IDs:

Data Tab > Remove Duplicates > Unselect all > Confirm Checkbox active for "My data has headers" > Select Checkbox for assetMasterID > Click OK

5. ## Remove Rows of Assets You <u>Do Not Want to Import</u> into eRental

6. ## Add the following Column Headers:

   a. Template
      i. Unless discussed otherwise, fill in all blank cells below this header with: DefaultWithAddOns
   b. DefaultERPproduct
      i. Fill in all blank cells below this header with: Yes
   c. ecomCategory
   d. ImageURL

7. ## Rename these column headers:

   a. **assetMasterID** rename to: **RentalAsset**
   b. **AssetItemDescription** OR **description** rename to: **ecomProductTitle**
      i. Your choice of which column to use as the rental asset's title to be displayed on the eRental site for your customers.
      ii. Delete the description column you did not rename.

Your Data should look like this (although the order of the columns does not matter for importing)

	A	B	C	D	E	F	
1	RentalAsset	DefaultERPproduct	category	ecomCategory	ecomProductTitle	Template	ImageURL
2	1	Yes	Diesel Generators		1500 kW Diesel Generator	DefaultWithAddOns	
3	3	Yes	Diesel Generators		1000 kW Diesel Generator	DefaultWithAddOns	
4	4	Yes	Diesel Generators		500 kW Diesel Generator	DefaultWithAddOns	
5	5	Yes	Diesel Generators		350 kW Diesel Generator	DefaultWithAddOns	
6	6	Yes	Diesel Generators		320 kW Diesel Generator	DefaultWithAddOns	
7	7	Yes	Diesel Generators		250 kW Diesel Generator	DefaultWithAddOns	
8	8	Yes	Diesel Generators		100 kW Diesel Generator	DefaultWithAddOns	
9	9	Yes	Diesel Generators		175 kW Diesel Generator	DefaultWithAddOns	
10	10	Yes	Diesel Generators		55 kW Diesel Generator	DefaultWithAddOns	
11	11	Yes	Diesel Generators		40 kW Diesel Generator	DefaultWithAddOns	
12	12	Yes	Diesel Generators		30 kW Diesel Generator	DefaultWithAddOns	
13	13	Yes	Diesel Generators		20 kW Diesel Generator	DefaultWithAddOns	
14	14	Yes	Diesel Generators		15 kW Diesel Generator	DefaultWithAddOns	
15	15	Yes	Nat Gas Generators		400 kW Natural Gas Generator	DefaultWithAddOns	
16	16	Yes	Diesel Generators		70 kW Diesel Generator	DefaultWithAddOns	
17	21	Yes	Cables		Cable Rental	DefaultWithAddOns	
18	24	Yes	Re-Rent Assets		200 kW Natural Gas Generator	DefaultWithAddOns	
19	25	Yes	Re-Rent Assets		350 kW Natural Gas Generator	DefaultWithAddOns	

Header Key

RentalAsset – this is the rental asset master id from integraRental and will act as the main bridge of communication between the new product code pages we will be creating upon import and their respective rental assets. This allows eRental to be able to check all assets assigned to that rental asset master id in integraRental for availability, location, and pricing.

DefaultERPproduct – this column tells eRental that the Rental Asset will be the default rental asset for the new product code page (the import will automatically create product code pages in eRental).

category – this column is for your reference and will not be imported into integraRental. It shows how you have your categories set up for internal reference and will help you build out your ecomCategory data.

ecomCategory – this column will tell the eRental software to create categories (if they don't already exist in eRental) and categorize each row of data (new product code pages) into the categories you specify. You can create base categories (*see cell D2*) or you can nest subcategories beneath them (*see cell D3 & D4*) with the use of the carrot ^ symbol. No spaces are needed before/after the carrot symbol.

ecomProductTitle – this column will be the customer facing title of the product page on the eRental site.

Template – DefaultWithAddOns will set the correct template for product code pages on import, to allow you to utilize the add ons feature (required/optional).

ImageURL – you can paste in hyperlinks of images in these cells and during the import process, the software will download those images and save them to your server and associate them to the RentalAsset (rental asset master id) in eRental so your product code pages and thumbnails of pages will show this image. Do not attempt to upload an image url that ends in .webp as the software will not recognize this file.
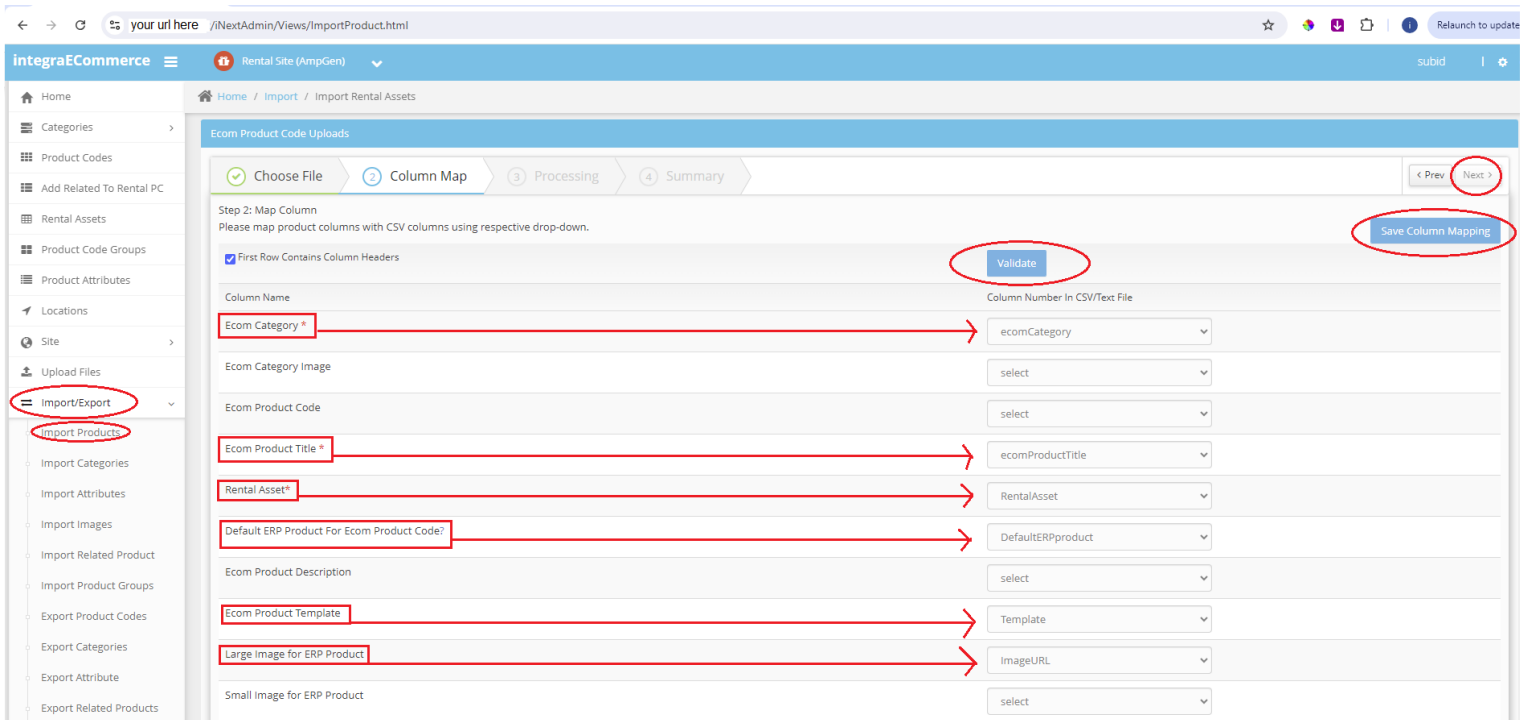
Example:

| G2 | ▾ | ✕ ✓ fx | https://www.generac.com/globalassets/business/products/business-product-images/industrial-generators-images/diesel-industrial-generators-images/industrial-generator-1500kw-diesel-65.4l.jpg |

	A	B	C	D	E	F	G	H	I
1	RentalAsset	DefaultERPproduct	category	ecomCategory	ecomProductTitle	Template	ImageURL		
2	1	Yes	Diesel Generators	Generators	1500 kW Diesel Generator	DefaultWithAddOns	https://www.generac.com/globalassets/business/products/business-product-images/indust		
3	3	Yes	Diesel Generators	Generators^Diesel Generators	1000 kW Diesel Generator	DefaultWithAddOns			
4	4	Yes	Diesel Generators	Generators^Diesel Generators^15-500kW	500 kW Diesel Generator	DefaultWithAddOns			

After filling out the spreadsheet, don't forget to save the file.

![integraSoft]

6. Import your file Import_Asset.csv to eRental

Login to iNextAdmin > Import/Export > Import Products > Select File for Import > Map the Columns > Import Data

Verify your import was successful and check out the new categories and product code pages within the iNextAdmin tool.

Run a full site publish via **iNextAdmin > Site > Publish UI > Publish Rental Site**

- Verify changes show on your customer-facing site (you may need to hard refresh with CTRL+F5 or clear your cache / open in an incognito window).

If you have any issues, please reach out to your Digital Experiences consultant or the support team through usual channels.