

XML Upload Guide

Getting Started

There are 3 main blocks/components of a viable XML File:

- Categories
- Custom Forms
- Reports

The upload process works in succession, i.e categories get imported first, followed by custom forms and custom form fields, and lastly, reports.

Guidelines and How to Upload XML

General

- The file to be uploaded must NOT be empty/must be a VALID xml file.[Check to see if your XML file is valid.](#)
- At least one of the blocks mentioned above MUST exist for the import to be successful

Category import

- Pre existing categories i.e those that exist on the deployment and are also listed in the XML file will not be imported/modified
- Category titles and descriptions MUST be provided
- For category translation import:-
 - Localization abbreviations MUST be provided in the 'locale' attribute
 - Category translation titles MUST be provided

Custom Forms import

- Pre existing forms will not be imported
- Form titles MUST be provided
- Pre existing custom form fields will not be imported
- For custom form fields
 - Field name and type MUST be provided
 - The only allowable field types are 1,2,3,4,5,6,7 . Any other value outside of that will cause the custom form field import to fail
 - Field choices MUST be provided for radio button, checkbox and dropdown fields i.e field type 5, 6 and 7
 - If field options('datatype' or/and 'hidden') are provided
 - The only allowable datatype options are email, phonenumber, numeric and text

Reports

- If report id provided already exists, that entry will be ignored/won't be imported
 - Report title and date MUST be provided
 - Report date must be in the following format : yyyy-mm-dd hh:mm:ss
 - If form_name provided is tied to a form that does not exist on the deployment, reports will be tagged to the default form
 - If no latitude/longitude values are provided, the location will be geocoded.
 - When importing custom form field responses for a specific report:-
 - If field provided does not exist on the form the report is tied to, the response will NOT be imported
 - For radio button, checkbox and drop down fields, the field responses MUST match the options tied to them.
 - - Checkbox responses should separated by a comma e.g if your selected choice of fruits is apples,mangoes and grapes, your entry for this should be "apples,mangoes,grapes"
 - Date field values should be in the following format: mm/dd/yyyy e.g 3rd October 2012 = 10/03/2012
 - When importing personal information
 - At least one of the following values must be provided: First name, Last name or Email
 - Email must be in the correct format
- The following is a sample XML file viable for upload onto a deployment.

```
<?xml version="1.0" encoding="UTF-8"?>
<UshahidiReports>
  <categories>
    <category color="9900CC" visible="1" trusted="0">
      <title>Category 1</title>
      <description>Category 1</description>
      <translations>
        <translation locale="ja_JP">
          <translation_title>1</translation_title>
          <translation_description>1</translation_description>
        </translation>
        <translation locale="zh_CN">
          <translation_title>1</translation_title>
          <translation_description>1</translation_description>
        </translation>
      </translations>
    </category>
    <category color="3300FF" visible="1" trusted="0">
      <title>Category 2</title>
      <description>Category 2</description>
    </category>
    <category color="663300" visible="1" trusted="0">
      <title>Category 3</title>
      <description>Category 3</description>
    </category>
    <category color="339900" visible="1" trusted="1">
      <title>Trusted Reports</title>
      <description>Reports from trusted reporters</description>
    </category>
    <category color="9900CC" visible="1" trusted="0">
      <title>Sample child</title>
      <description>Sample Child category</description>
      <parent>Category 1</parent>
    </category>
  </categories>
  <custom_forms>
    <form active="1">
      <title>Default Form</title>
      <description>Default form, for report entry</description>
      <field type="1" required="0" visible_by="0" submit_by="0" datatype="email" hidden="0">
        <name>Sample email field</name>
      </field>
    </form>
    <form active="1">
      <title>Sample Form</title>
      <description>A sample form</description>
      <field type="5" required="0" visible_by="0" submit_by="0">
        <name>Sample field 2</name>
        <default>a, b, c</default>
      </field>
    </form>
  </custom_forms>
  <reports>
    <report id="1" approved="1" verified="1" form_name="Sample Form" mode="1">
      <title>Sample report 2</title>
      <date>2012-04-04 12:54:00</date>
      <dateadd>2012-12-07 13:52:26</dateadd>
      <location>
        <name>Nairobi</name>
      </location>
    </report>
  </reports>
</UshahidiReports>
```

```
<longitude>36.821451</longitude>
<latitude>-1.2873</latitude>
</location>
<description>This is a second sample report on the form "sample form"</description>
<report_categories>
  <category>Category 2</category>
</report_categories>
<custom_fields>
  <field name="Sample field 2">a</field>
</custom_fields>
<personal_info>
  <first_name>John</first_name>
  <last_name>John</last_name>
  <email>john@doe.com</email>
</personal_info>
<media>
  <item type="4" active="1" date="2012-12-07 14:39:33">http://ushahidi.com</item>
  <item type="2" active="1" date="2012-12-07 14:39:33">http://www.youtube.com/watch?v=EhT3co2qNAA</item>
</media>
</report>
<report id="2" approved="1" verified="1" form_name="Default Form" mode="1">
  <title>Sample Report</title>
  <date>2012-12-07 13:26:00</date>
  <dateadd>2012-12-07 13:28:12</dateadd>
  <location>
    <name>sample location</name>
    <longitude>36.821451</longitude>
    <latitude>-1.2873</latitude>
  </location>
  <description>This is a sample report</description>
  <report_categories>
    <category>Sample child</category>
  </report_categories>
  <custom_fields>
    <field name="Sample email field">john@doe.com</field>
  </custom_fields>
  <personal_info>
    <first_name>Angela</first_name>
    <last_name>Angela</last_name>
    <email>angela@ushahidi.com</email>
  </personal_info>
  <media>
    <item type="4" active="1" date="2012-12-07 13:56:09">http://ushahidi.com</item>
    <item type="2" active="1" date="2012-12-07 13:56:09">http://www.youtube.com/watch?v=EhT3co2qNAA</item>
  </media>
</report>
</reports>
```

</UshahidiReports>