

Batch Import Records

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Purpose and when to use this record

Review the audit record for a manufacturing batch imported from an external process or file.

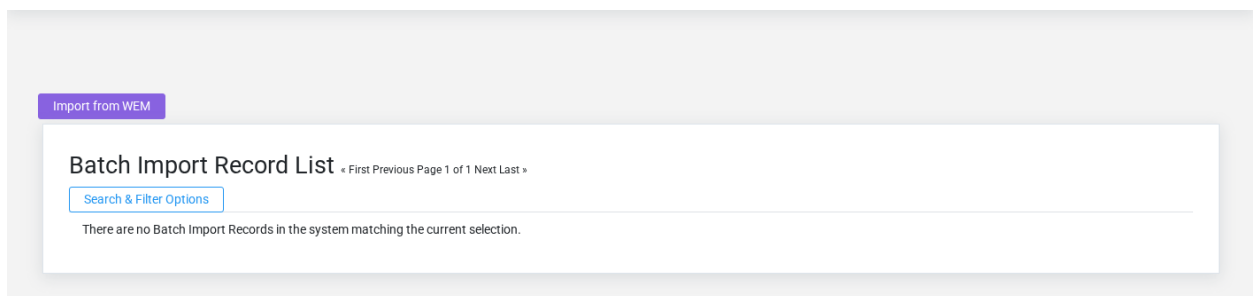
At a glance

- **Identify it by:** **Success**, **Manufacturing Instance**, **Software**, and **File Path**.
- **Check its business context:** **Manufacturing Instance**.
- **Why care:** Confirm item, formula, unit, warehouse, quantity, and production state together; mistakes can distort both material consumption and finished-goods cost.

Before you begin

You need the Brisk permission for the action you are taking on batch import records. If a Create, Edit, or Delete control is absent, do not work around it with another user's account; ask an administrator to review your role.

Find and review batch import records



The Batch Import Records list screen in the Brisk documentation demo.

Use the Batch Import Records list to find the correct record before opening or changing it. Compare **Success**, **Manufacturing Instance**, **Software**, and **File Path**. Records with similar names or

numbers can still belong to different **Manufacturing Instance**.

- Keyword search checks **Software**, **File Path**, and **Message**.
- The date filter uses **Date Created**; choose a range that matches the business event you are reconciling.

Open the Batch Import Record whose **Success**, **Manufacturing Instance**, **Software**, and **File Path** match the task. If it is missing, clear the list filters and recheck **Date Created** rather than creating a replacement immediately.

Fields and business rules

Brisk stores 5 user-relevant fields for this Batch Import Record, including 1 linked-record selection and 0 controlled-choice fields. Create and edit screens may hide calculated or workflow-managed values from this full reference.

Field	Required	What it controls
Success	No	Indicates whether or not the import was successful.
Manufacturing Instance	No	The manufacturing instance associated with this batch import record.
Software	Yes	Indicates which software this import file was pulled from.
File Path	Yes	Indicates the local path from which the import file was read.
Message	Yes	Records error or success information.

What happens next

Use **Manufacturing Instance** to interpret this Batch Import Record. If it records a failure or exception, correct the source process and create a new successful event rather than rewriting the audit trail.

Common mistakes and troubleshooting

- **The record will not save:** Recheck **Software**, **File Path**, and **Message** and any message beside the field. A required related record may also be inactive or unavailable to your role.
- **The values look right but the result is wrong:** Open **Manufacturing Instance** from the detail page. Correct the specific relationship that is wrong instead of forcing a total or

status to compensate for it.

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