



Q Local™ Frequent Asked Questions Managing Data

Importing and Exporting Data

Q Local™ software provides many options to import and export data for use in and outside of the Q Local software.

Import Options (into your Q Local system)

| I want to: | File type: | Q Local option to use: |
|--|--|--|
| Import assessment records from a MICROTEST Q™ system | *.tra (MICROTEST Q transfer file) | Import assessment records from a MICROTEST Q transfer file (*.tra) |
| Import archived assessment records from a MICROTEST Q system | *.ar (MICROTEST Q archive file) | Import assessment records from a MICROTEST Q archive file (*.ar) |
| Import assessment records from another Q Local system | *.trq (Q Local transfer file) | Import assessment records from a Q Local transfer file (*.trq) |
| Import client demographics from another software application | *.xml (XML file from another software application) | Import client demographics from an XML file (*.xml) |

Export Options (from your Q Local system)

| I want to: | File type: | Q Local option to use: |
|---|--|--|
| Export assessment records to another Q Local system for scoring and reporting | *.trq (Q Local transfer file) | Export assessment records to a Q Local transfer file (*.trq) |
| Export scored assessment records to another software application | *.csv or *.txt | Export scored assessment records to a text file (*.csv) or (*.txt) |
| Export client demographics to another software application | *.xml (XML file from another software application) | Export client demographics to an XML file (*.xml) |

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