

Re: Exporting a range of cells in Excel to Outlook 2003

Source: <http://www.tech-archive.net/Archive/Outlook/microsoft.public.outlook.contacts/2004-07/0658.html>

From: Karl Timmermans (*karl_at_claxton.com*)

Date: 07/15/04

Date: Thu, 15 Jul 2004 14:20:26 -0400

Looking over this again, I suspect one or more of the following things:

#1 – You do not have column names for each item you are importing in the first row of your excel sheet

#2 – Your named range within Excel doesn't cover the entire set of data you want to import – the row

containing the field names (header row – row #1) and the data rows – all the rows you want to import

– this range should be represented in ONE named range in Excel

If you're seeing actual data values when you're mapping – suspect item#1 is the case above or not included

in your named range if you do have a Header row. You should be seeing the name assigned to the column and NOT the value within the column (i.e. email address) which should be mapped to the appropriate Outlook email address field (there are 3).

As for mapping to the "To" or "BCC" etc – not sure what you're referring to since those aren't valid Outlook contact field names (<Name> is)

Finally – didn't ask/mention this before – the above applies to Outlook 2K thru 2K3 – you don't map to an address list – you map to a contact folder.

Karl

"DennisF" <DennisF@discussions.microsoft.com> wrote in message news:1260DD7C-CAFD-4AE8-832B-7AC3FCD7291D@microsoft.com...

> *Thx Karl. However, i gave some misleading info. I actually did import to the To: address as well as CC: address and BCC: address. None of this worked...also "values" is the name given to the right pane of the mapping custom fields popup. That is why I used this term. I know I am being stupid here...because if others can do this...certainly it is user brain failure.*

Pls review my process again and let me know if you see anything wrong based on my reply. Thanks

> --

> *Thanks for your help*
>
>
> *"Karl Timmermans" wrote:*
>
> > *Email addresses should be imported to the appropriate "Email Address"*
field
> > *(there are 3 to choose from) – not the name field in a contact*
folder. Also,
> > *instead of mapping field "values" – suggest you map the field <names>*
and
> > *not the values.*
> >
> > *Karl*
> >
> > *--*
> >
> >

Karl Timmermans – The Claxton Group
> > *ContactGenie – Importer 1.3 / DataPorter 2.0*
> > *"Power contact importers for MS Outlook '2000/2003"*
> > *<http://www.contactgenie.com>*
> >
> > *"DennisF" <DennisF@discussions.microsoft.com> wrote in message*
> > *news:BADB6F1B-E95B-4885-9E64-F8C7598CB3AA@microsoft.com...*
> > > *Hi, I read all the posts...let me make this as simple as possible. I*
> > > *created an excel doc with email addresses only in cell range A1–to*
A100...i
> > > *named this range "Address". I closed the workbook and opened outlook.*
> > > *Created a folder called Addresses in my personal folders Directory.*
Chose
> > > *import from another program or file. Chose Microsoft Excel as the*
source.
> > > *Chose the exact file Address.xls. Allowed duplicates..Chose the target*
> > > *folder Addresses. Checked the box next to "Import "Address" into folder:*
> > > *Addresses. Choosing finish gave me 100 empty entries in the Addresses*
> > > *folder. I then tried same and instead...chose Map Custom Fields...I drag*
the
> > > *first Value(an email address from cell A1) into the To:(Name) field...I*
can
> > > *click next and drag as many as I want...the OK option remains greyed out*
> > > *meaning I can not finish the operation. I am fairly certain I am*
following
> > > *the exact instructions as you would agree I am sure...however the effort*
> > > *remains in vain.*
> > >
> > > > *Thanks for your help*
> >
> >
> >