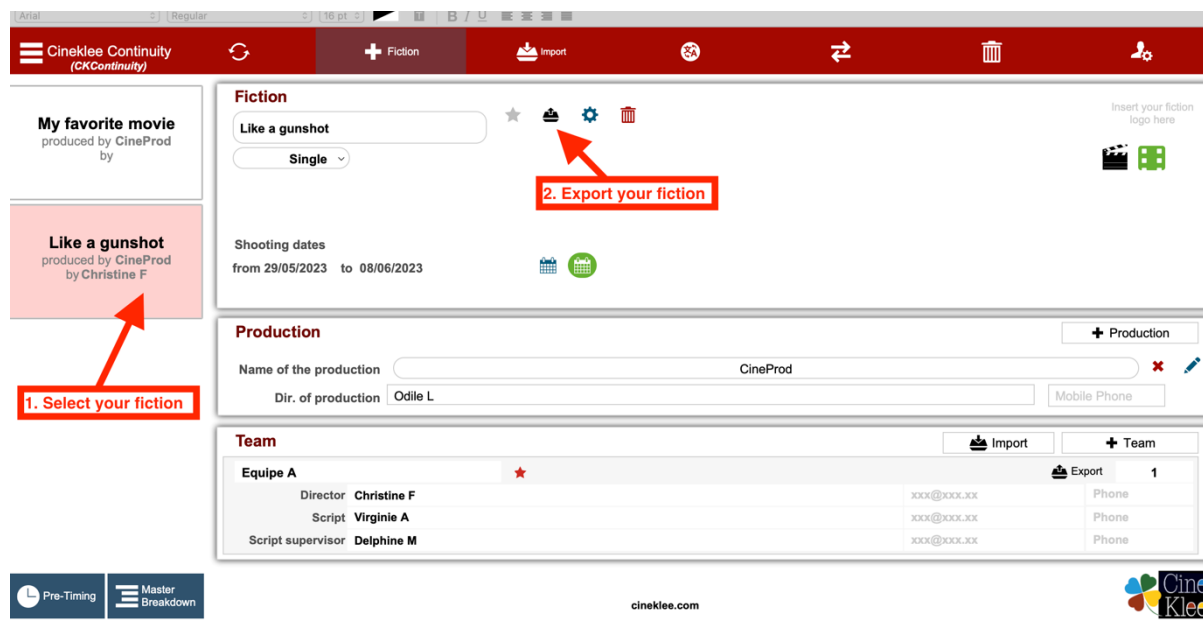


Exporting a project and importing it into another CineKlee user

Export:

To export a project, go to the Project interface:

1. Select the project you want to export (the tab for the selected project turns pink)
2. In the fiction section, click the Export button to the right of the project name



3. Click Yes when the following message appears.



4. Make a note of the import code. It will be required the first time the project is imported into another CineKlee's file.



The shuttle containing the project is called CKImport.fmp12:

On an iPad, you will find it in FileMaker Go

On a computer, you will find it in your Documents folder.

Transfer:

You can send the CKImport.fmp12 shuttle file to another CineKlee user via AirDrop, WeTransfer, or SwissTransfer. You must also provide them with the import code for the first import.

Import:

Once the CKImport.fmp12 shuttle file has been downloaded:

On an iPad, place the file in FileMaker Go. If it opens automatically, click Close.

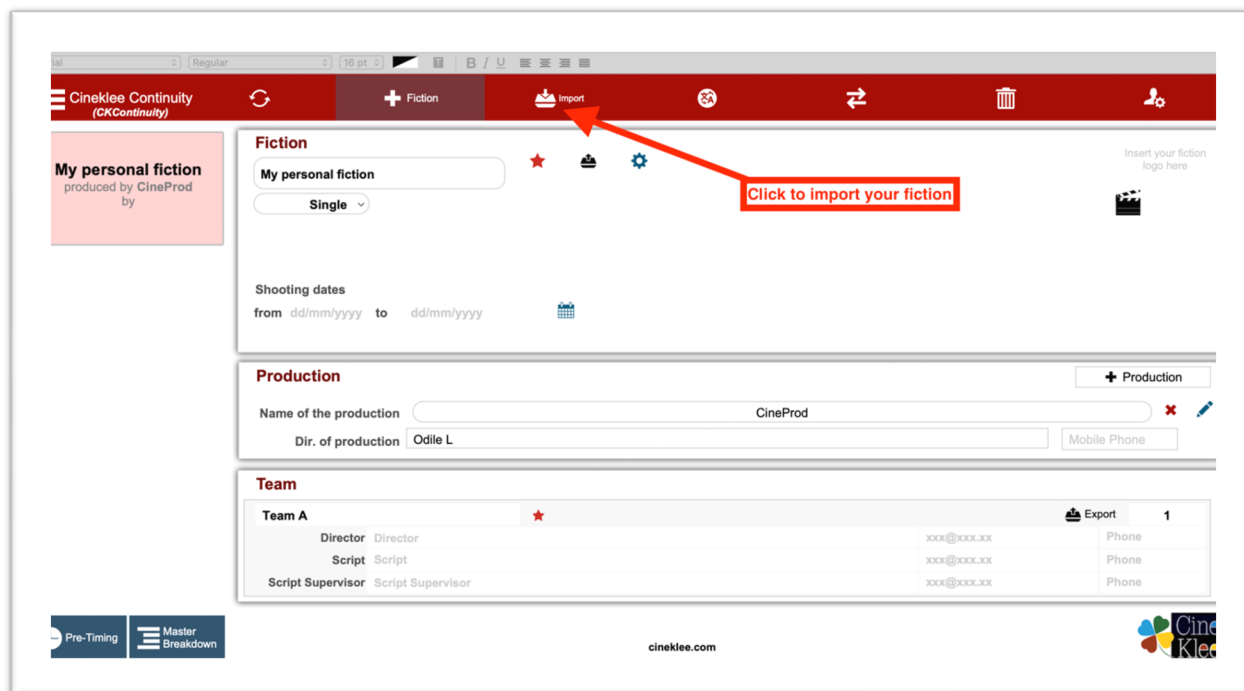


On a computer, place the file directly in your Documents folder (do not place it in a subfolder).

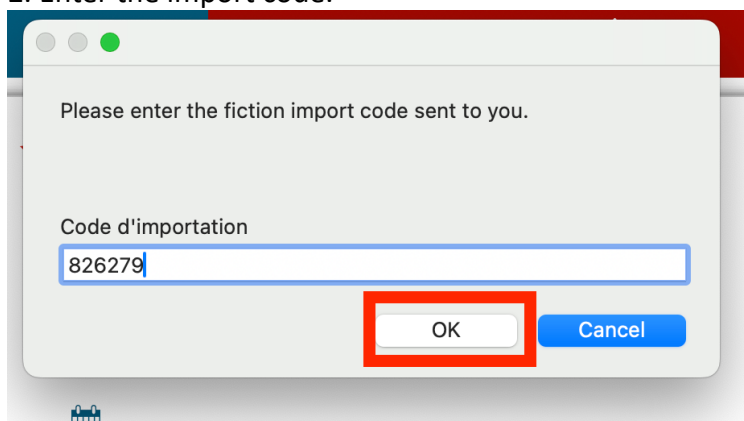
IMPORTANT: The shuttle file must be named exactly CKImport.fmp12

To import the project, go to the Project interface:

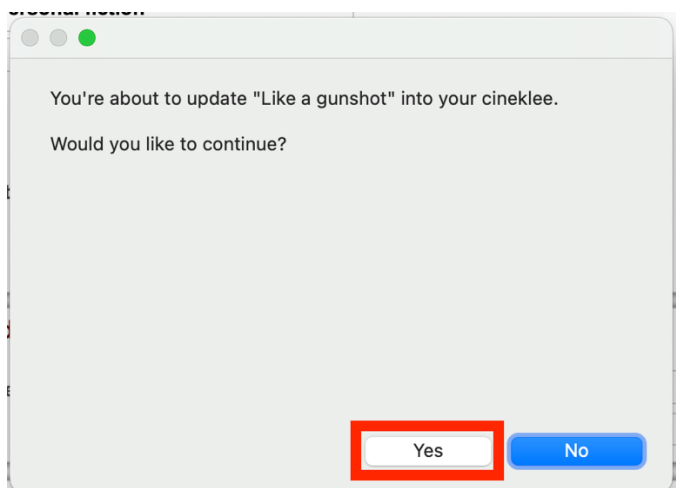
1. Click the Import button in the red toolbar.



2. Enter the import code.



3. Click Yes when the following message appears:



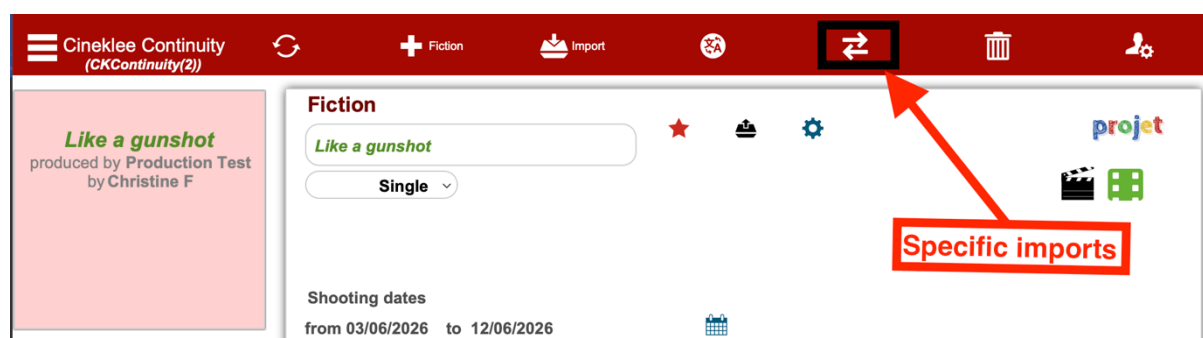
The import may take a little time—approximately 60 seconds on average. This is normal.

A message will confirm that the project has been successfully imported.

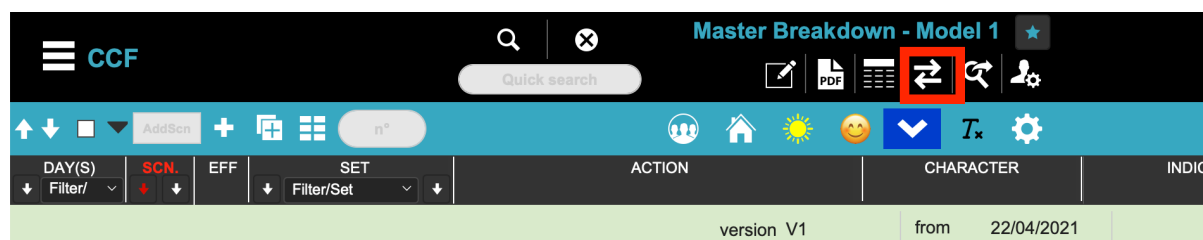
“For the import to work properly, make sure that:

- The CKImport.fmp12 file is located in your Documents folder (at the root of Documents, not in a subfolder of Documents) or, on an iPad, in FileMaker Go.
- The CKImport.fmp12 file is named exactly CKImport.fmp12 (the name must be identical).
- The CKImport.fmp12 file must remain locked: If you open the file and a black window immediately displays the project name, export date, editor’s name, and a CLOSE button, click Close. The file will remain a valid transfer file.
However, if you are prompted to enter a username and password when opening the file, it is no longer a valid transfer file. In that case, ask your colleague to generate and send you a new CKImport.fmp12 file.
- There is no cloud icon next to the file (this happens when your documents are linked to a cloud service: iCloud, iCloud Drive, etc.). If this is the case, right-click on the file and ensure it is available locally (it will be downloaded to your computer and will then be available). Alternatively, double-click the file to open it, then click CLOSE. This will download the file to your computer before the import.

If you do not want to import the entire project, but only specific information, you can find several import options in the double arrow menu in the toolbar of the various CineKlee interfaces.



Specific import from project interface



Specific import from Master Breakdown interface

If you encounter any problems, please contact us via the support form:

<https://www.cineklee.com/en/assistance/>