



**Do you import and
export data?**

**Do you reconcile
the data?**



**If no then read this,
we may change your
mind.....**





Why reconcile

Reconciling data exports and imports is crucial for maintaining data integrity and accuracy. Here are a few reasons why it's important:

- **Accuracy:** Ensures that the data transferred between systems matches and is accurate.
- **Consistency:** Helps maintain consistency across different databases or systems.
- **Error Detection:** Identifies discrepancies or errors that may have occurred during the data transfer process.
- **Compliance:** Ensures compliance with data governance and regulatory requirements.
- **Efficiency:** Improves overall efficiency by catching issues early and preventing them from escalating.

01





Exports

- Keep track in database what you have sent.
- Get an output from your supplier every day reflecting what they have received, what's been processed.
- Import the output everyday.
- Use this data to reconcile with what you sent the previous day.
- Act on findings, e.g., create an addendum for the next day.

02





Imports

- Keep track of what's been imported and against what file
- Match what's been imported to what has been processed and updated.
- If we have 20 lines in a file, ensure 20 changes are made.

03





Keep the business involved

- Involve the business in this process
- Let them know of discrepancies
- Adapt your process where needed

04





Final Thoughts

We create imports and exports with the knowledge we have today, but data changes.

- Always log what was exported and imported for validation.
- Create the process assuming it will fail—you'll end up with a much more robust solution.
- Involve the business in the process. Let them know you are not just doing the bare minimum; you are checking and proactively informing them of issues.

05





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If you need assistance
we are here to help.



Delio Nobrega
@DataDrivenSolutions.au

www.datadrivensolutions.com.au

