

# CSV format for Multiple and Scheduled Requests

When you want to submit multiple LegacyFlo requests or schedule automatic submission of requests, the request details have to be submitted via a CSV.

Typically the first row of the CSV contains the headers, where the property/parameter names for the request are defined. **The first row of the CSV should not be modified** as it contains the parameter names and order of parameter for subsequent records.

The second row on-wards are the LegacyFlo request parameters, one for each request.

**The number of parameters and the compulsory parameters depend on the request type.** Where a parameter need not be specified, the sample file will contain a "blank".

To build the CSV, it is recommended that you download the sample CSV from the interface and then customize it as per your needs.

Some important points to consider when generating the CSV for Scheduler or when submitting multiple requests are as follows :

CSV parameter	Submitting Multiple Requests (via LegacyFlo application interface)	Scheduling Requests (via LegacyFlo Scheduler interface)
Number of requests	Upto 100 requests	Upto 1500 requests
Since and Before dates	Used as given	<p>For the <b>Once frequency, the values will be used as specified.</b></p> <p><b>For all other frequencies,</b> The values given in the CSV are ignored and replaced with values as per the frequency of the schedule.</p> <p>For example, for weekly schedules, the since will become the date of the Sunday of the previous week and before will be the Sunday of this week.</p> <p>For more details on the schedules, <a href="https://docs.mithi.com/home/legacyflo-scheduler">refer to this document</a> (<a href="https://docs.mithi.com/home/legacyflo-scheduler">https://docs.mithi.com/home/legacyflo-scheduler</a>).</p>

CSV parameter	Submitting Multiple Requests (via LegacyFlo application interface)	Scheduling Requests (via LegacyFlo Scheduler interface)
Destination file name (when the doc type chosen is ZIP)	Used as given	<p><b>For records having user ids:</b></p> <p>For requests which create files on the destination, the file names given are appended with the time stamp depending on the frequency of the schedule. The time stamp appended will be as given below:</p> <p>Once: &lt;filename&gt;-once-&lt;dd&gt;-&lt;mm&gt;-&lt;yy&gt;.&lt;ext&gt; : E.g. test-once-23-02-24.zip</p> <p>Daily: &lt;filename&gt;-&lt;dd&gt;-&lt;mm&gt;-&lt;yy&gt;.&lt;ext&gt; : E.g. test-23-02-24.zip</p> <p>Weekly: &lt;filename&gt;-&lt;ww&gt;-&lt;yy&gt;.&lt;ext&gt; : E.g. test-34-24.zip</p> <p>Monthly: &lt;filename&gt;-&lt;mm&gt;-&lt;yy&gt;.&lt;ext&gt;: E.g. test-08-24.zip</p> <p>Yearly: &lt;filename&gt;-&lt;yyyy&gt;.&lt;ext&gt;: E.g. test-2024.zip</p> <p><b>For records having distribution list ids</b></p> <p>In addition to the time stamp appended, each destination file is pre-pended with the user id</p> <p>&lt;userid&gt;-&lt;filename&gt;-&lt;dd-mm-yy&gt;.&lt;ext&gt;</p> <p>E.g.: johnsmith-test-23-02-24.zip</p>

CSV parameter	Submitting Multiple Requests (via LegacyFlo application interface)	Scheduling Requests (via LegacyFlo Scheduler interface)
User ID	<p>Only user email ids are allowed.</p> <p>Distribution list ids will not be accepted.</p>	<p>In addition to giving user email ids, for <b>certain request types (see section below)</b>, you can specify a Distribution List in the source.</p> <p>When scheduling requests, the members of the distribution list are used to submit individual requests.</p> <p>For example, if you want to schedule copy of Teams data of selected users, you can add these users as members to a DL on M365.</p> <p>This DL id can be added to the single record in the CSV file uploaded to the scheduler. The scheduler will submit individual requests for each member of the DL at the scheduled interval.</p>

**List of Scheduler requests which can take a Distribution List ID in the user ID field**

The list of request types which support a Distribution List ID in the user ID field are:

- ONEDRIVE-S3-ZIP
- M365API-S3-PST
- M365API-S3-ZIP
- TEAMS-S3-PST
- TEAMS-S3-ZIP
- TEAMS-VAULTASTIC4
- GDrive-S3-ZIP
- GMAILOAUTH-S3-PST
- GMAILOAUTH-S3-ZIP
- GMAILAPI-S3-PST
- GMAILAPI-S3-ZIP