

Migrations Menu of the Admin Panel

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Migrations are essentially **imports** of data into the system. **Migrations** can either **add data** (e.g. fill in a blank field on a given number of records), **overwrite data** (e.g. I already have data in a given field for several records, but I want to replace the data in that field with new data for all of those records), or **delete data** (e.g. I have data in a given field for several records, and I want to **blank out** the data in that field for all records).

Migrations are quite complicated and require several pieces of set up, therefore it is generally recommended to use **other techniques** *prior to* resorting to a **migration**. For example, if a **Bulk Update** can be used to add/overwrite/delete the data instead, it is generally preferable (and easier) to use a Bulk Update rather than a migration. Alternatively, if the number of records is fairly small (a bit arbitrary, but for argument's sake let's say 'small' means less than 25 - 30 records), it may be better to just manually make the updates on the records.

Use Cases for a Migration

As stated above, it is generally recommended to find **alternatives** to using a migration due to the complications in using one (and therefore the higher probability of making an error while running one). However, there are some cases in which a **migration** is the preferred option. Migrations are the recommended tool if the use case meets these **three criteria**:

1. A **Large number of records**: a larger the number of records makes for a better the use case for a **migration**. However, a **bulk update** can also be used to easily update a large number of records, so having many records *by itself* does **NOT** make a migration the recommended tool.
2. **Each record needs different data set**: When the number of records is large, a bulk update makes your life easy – you can easily, say, update 500 grants such that their Project Title becomes "Test." However, if each grant needs a **different project title set on it**, e.g., a bulk update is NOT the correct tool as a bulk update can only set data in a field to 1 specific thing for all records. A migration allows you to set **different data** for each record that is being touched.
3. **The data that needs to be set is not multiple-response**: When using the migration tool, **multiple-response** items **CANNOT** be updated correctly; instead of setting 2 different values within 1 field, the migration **concatenates** the two values into **1 value** and turns that 1 value into a new option available for selection with that multiple-response field. If you need to set **different data** on a **large number of records** for a **multiple response item**, your only real option is to use [Fluxx's API](#) to set the multiple response data.

Setting Up and Using A Migration

Fluxx has a great article that discusses in great detail how to set up a how to use a migration. Please see this article – its contents will NOT be repeated here: <https://fluxxdev.atlassian.net/servicedesk/customer/portal/1/article/1796048177?src=-2020772513>