How to Archive/Retrieve Project Data

HAP allows for transfer of a project from one computer to another through an Archive / Retrieve process. Archiving a project bundles all of the data on the project together in a single file. This is useful for backing up the data, storing the project for future reference or transferring data from one computer to another. Note that Archive does not remove the project from HAP; it simply exports the project data in the current state. The Retrieve option in HAP brings this project into the other computer or to the same computer when restoring from backup.

Archive Project

To send the project to another system, it must first be exported from HAP using the Archive feature of the program. To archive a project, complete the following process:

1. Open the desired project. NOTE: HAP only archives the active project.
2. Once the project is open, go to the Project menu and select "Archive HAP v4.3 Data…" as shown in Figure 1.
3. This opens the Archive window as shown in Figure 2.
4. Use the "Save in:" drop down at the top of this window to select the location to save the file. The destination folder specified can be the local hard drive, and network drive, or a removable media device such as a ZIP disk, floppy disks or a USB drive.
5. Enter a name for the archive file in the "File name:" field at the bottom of the window. This field defaults to the current project name.
6. Click Save to export the project data to the specified Archive file.
7. A pop-up window, similar to Figure 3, appears when the archive is completed. This shows the project name and the location of the exported file.

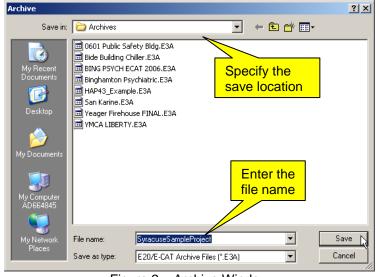Figure 1 – Archive Project Option
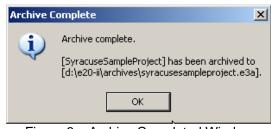

Figure 2 – Archive Window

Figure 3 – Archive Completed Window

Transferring the File

Now that the archive file exists, transfer this file to the new computer. This can be done through e-mail, network drive, or a removable media device (USB drive, CD, etc.). Once the file resides on the new computer, use HAP on that machine to import the project data through the Retrieve process.

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Retrieving Project Data

A project is typically retrieved when receiving archive data from another computer, when referring to an old project that was archived for safekeeping or when restoring data after a hard disk failure. For purposes of this e-Help, it is assumed that the project data is being sent from another computer. Once the archive file has been received, this data can be brought into HAP on the current computer through the Retrieve functionality.

Retrieve a v4.3 Project

To Retrieve a project into HAP, complete the following process:

1. Save the .e3a archive file to the local hard drive.
2. Open HAP. Start a new "untitled" project. NOTE: If data is retrieved to an existing project, the HAP data in the project will be replaced with the data from the archive.
3. Go to the Project menu and select "Retrieve HAP v4.3 Data…" as shown in Figure 4.

Figure 4 – Retrieve Project Option

4. This opens a Retrieve window as shown in Figure 5 which allows for the selection of the archive file.
5. Use the "Look in:" drop-down at the top of this window to select the location where the file was saved in Step 1.
6. Select the file to add the name to the "File name:" field at the bottom.
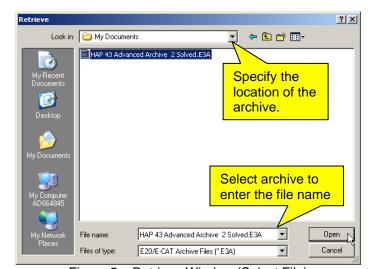7. Click Open to open the selected file.

Specify the location of the archive.

Select archive to enter the file name

Figure 5 – Retrieve Window (Select File)

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8. A Retrieve window as shown in Figure 6 appears showing information about the project file.
9. Ensure that the "Contains Data For" area of this window shows that it contains data for "Hourly Analysis Program v4.3". If the project contains data from version 4.2 or earlier, there is a separate process to Retrieve that data discussed later in this document.
10. Click on Retrieve to bring the project data into HAP. When complete, a message box appears showing whether or not the retrieve was successful as shown in Figure 7. Click on OK to close this message.
11. The data for the project that was just retrieved appears in the window (see Figure 8). Retrieving a project only loads it into the HAP program, be sure to Save the project as well.
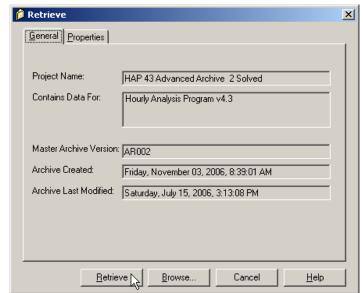
Figure 6 – Retrieve Window (Project Data Preview)

Figure 7 – Completed Status
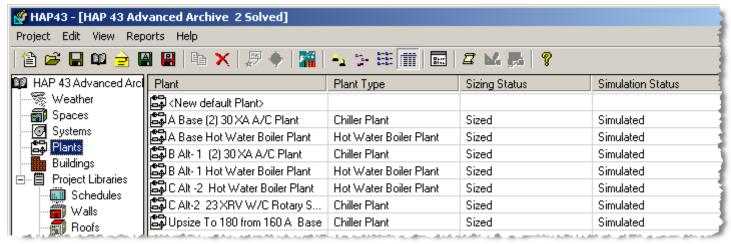
Figure 8 – Project data retrieved into HAP

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Convert v4.2 (or earlier) archive

HAP v4.3 allows for the retrieval of project data from previous versions of the program. This is done through the Convert process. If unsure of what version of HAP a project archive came from, follow the steps in the Retrieve Project section above, and pay particular attention to step 9. If the "Contains Data For" section listed "Hourly Analysis Program v4.2" (or earlier) as shown in Figure 9, then the project archive must go through the conversion process.

The conversion process will extract the data from the archive file, and then convert it to the HAP v4.3 format. Data will be saved in the current HAP v4.3 project folder.

To convert a project, use the following process:

1. Open HAP. Start a new "untitled" project. NOTE: If data is converted to an existing project, the HAP data in the project will be replaced with the data from the converted archive.

Figure 9 – Retrieve Window (Project Data Preview)

Project contains data from v4.2

2. Go to the Project menu and select "Convert HAP v4.x Data…" as shown in Figure 10.

Figure 10 – Convert Project Option

3. The Convert HAP v4.x window shown in Figure 11 appears.
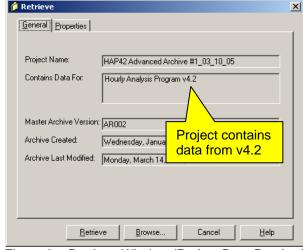4. Click on Archive File to launch the Convert from Archive File window in Figure 12.
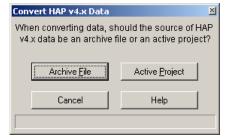
Figure 11 – Convert HAP Data Window
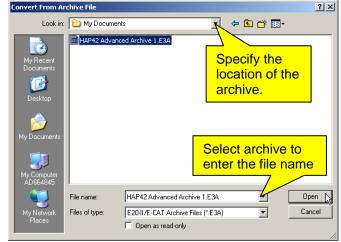
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5. Use the "Look in:" drop-down at the top of the window to select the location where the archive file is saved.
6. Select the file to add the name to the "File name:" field at the bottom.
7. Click Open to open the selected file and begin the conversion process.
8. When complete, the message box shown in Figure 13 appears. This indicates that the data translation was successful. Click OK to close the screen, or Help to view information on what data should be checked after the conversion. Clicking Help brings up the screen shown in Figure 14.

Specify the location of the archive.

Select archive to enter the file name

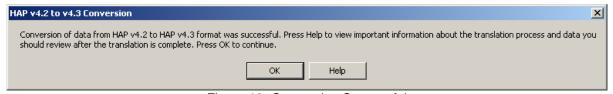Figure 12 – Convert from Archive File

Figure 13- Conversion Successful

Because the data is translated from the older version of HAP to version 4.3, the result is the original data with missing items added, unusable items discarded and other items reorganized.

Select the option at the bottom of Figure 14 to view the changes in data from the version of HAP that the archive was originally created in. Each item indicates what data should be verified after the conversion, including items such as input data and simulation or calculation runs.

Convert v3.2 data

For more information on converting data from HAP v3.2, please consult the Help system in the current version of HAP. In the Contents of the Help system, select the topic entitled "Converting Previous Version Data." Within this topic, select the option for "Converting HAP v3.2 Data" and then finally "About Translation of HAP v3.2 Data" as shown in Figure 15. Click on the Display button at the bottom of the screen to learn more about this process.
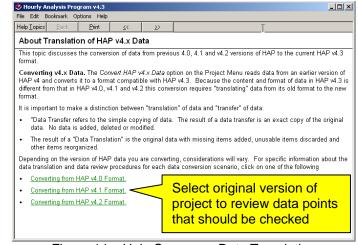

Select original version of project to review data points that should be checked

Figure 14 – Help Screen on Data Translation

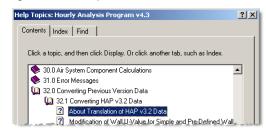
Figure 15 – Convert v3.2 Data Help Topic

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