

How to Import Your dahlia Collection from Microsoft Excel

Importing your dahlia collection from Excel is quick and easy—it usually takes 3–5 minutes. You can import:

- Your dahlia collection list
- Your yearly records (if they are in Excel)

To ensure smooth import, follow these steps.

Step 0: Decide what to import.

- Dahlia collection only
- Dahlia collection + yearly records

Step 1: Prepare Your File

Make a copy of your original Excel file and use this copy for the import process to keep your original safe. Structure your file correctly so the system can read your data without errors.

Step 2: Name Your Sheet

At the bottom of your Excel window, you will see the sheet name (usually 'Sheet1'). Right-click the name, choose Rename, and type: Dahlias.

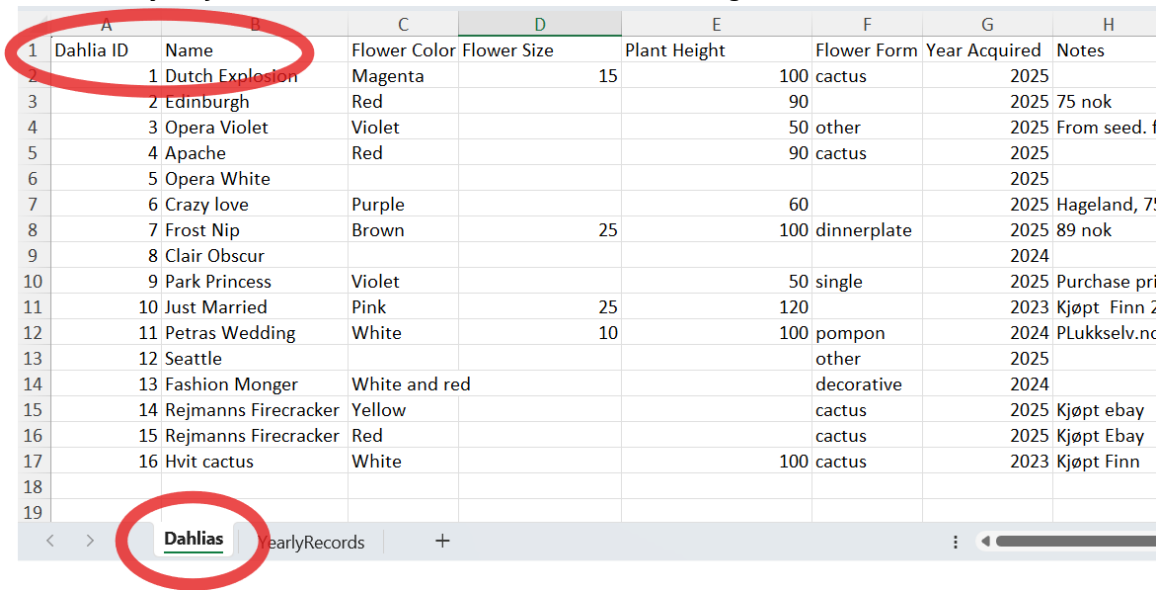
If you are going to import the yearly notes, rename Sheet2: YearlyRecords

Step 3: Rename Your Columns in the Dahlias sheet.

Your sheet should have at least these two columns:

Column Name	What It Contains
Dahlia ID	A unique ID for each Dahlia variety. This can be numbers (1, 2, 3...) or your own codes.
Name	The name of your Dahlia variety.

Visual example of how the excel sheet should look at this stage



	A	B	C	D	E	F	G	H
	Dahlia ID	Name	Flower Color	Flower Size	Plant Height	Flower Form	Year Acquired	Notes
1	1	Dutch Explosion	Magenta	15	100	cactus	2025	
2	2	Edinburgh	Red		90		2025	75 nok
3	3	Opera Violet	Violet		50	other	2025	From seed. f
4	4	Apache	Red		90	cactus	2025	
5	5	Opera White					2025	
6	6	Crazy love	Purple		60		2025	Hageland, 7'
7	7	Frost Nip	Brown	25	100	dinnerplate	2025	89 nok
8	8	Clair Obscur					2024	
9	9	Park Princess	Violet		50	single	2025	Purchase pri
10	10	Just Married	Pink	25	120		2023	Kjøpt Finn 2
11	11	Petras Wedding	White	10	100	pompon	2024	PLukkselv.nc
12	12	Seattle				other	2025	
13	13	Fashion Monger	White and red			decorative	2024	
14	14	Rejmanns Firecracker	Yellow			cactus	2025	Kjøpt ebay
15	15	Rejmanns Firecracker	Red			cactus	2025	Kjøpt Ebay
16	16	Hvit cactus	White		100	cactus	2023	Kjøpt Finn
17								
18								
19								

Additional variables in the Dahlias sheet

It is possible to add additional variables as well by naming column names. The following variables are available for upload:

Column Name	What It Contains
Flower Color	Color of flower
Flower Size	Size of flower, just the number
Plant Height	Height of the flower, just the number
Flower Form	Cactus, pompon, decorative etc.
Year Acquired	The year the plant was acquired
Notes	Short notes in text form

Step 4: Rename your columns in the YearlyRecords sheet.

This step only applies if you are going to import yearly records.

Your sheet should have at least these two columns:

Column Name	What It Contains
Dahlia ID	A unique ID for each Dahlia variety. This can be numbers (1, 2, 3...) or your own codes.
Year	The year for the specific record. It is possible to upload records for more than one year per Dahlia variety

Additional variables in the YearlyRecords Sheet

It is possible to add additional variables as well by naming column names. The following variables are available for upload:

Column Name	What It Contains
tubers_in_storage	Number
clumps_in_storage	Number
date_planted	Date*
date_sprouted	Date*
date_first_flower	Date*
seeds_collected	Number
Notes	Short notes in text form

*Acceptable date formats are:

YYYY-MM-DD (ex. 2025-03-15)

MM/DD/YYYY (ex. 03/15/2025).

DD.MM.YYYY (ex. 15.03.2025)

Step 5: In TheDahliaLab

Log in to your account and go in to Settings (see upper menu).

Find the section for Import from Excel. Press Import Excel File.

A window will automatically open displaying your files on your computer. Choose the correct file and press open.

The import starts automatically.

Troubleshooting

The two most common errors if the import fails

- The sheet is not named correctly. To ensure a proper import, ensure that you have followed Step 2. *Ex. Correct: Dahlias Incorrect: Dahlia, dahlias, dahlia*
- The names in the columns and in the sheets are case-sensitive, and this might cause import errors.*Ex. Correct: Dahlia ID Incorrect: Dahlias ID, DahliaID, dahlia id, dahlia Id, DAHLIA ID*

If you find these steps confusing, [download the import template](#) and arrange your Dahlia collection within that structure and jump to step 5.

If these fixes are not helping, drop us an email at mail@thedahlialab.com. We will be happy to assist you with importing your collection.