

# File Naming Conventions

The CTRP Accrual Batch File is a TEXT file with fields delimited (separated) by commas. The file can have any name. However, we recommend using the following file naming conventions:

NCI Protocol Number\_date.txt (with the date format: YYYYMMDD)

## Example File Name

NCI-2012-00XXX\_20090430.txt



The total number of characters in the file name including the file path must be less than or equal to 260. Use the file extensions .txt (for a single file) or .zip for compressed .txt files.