# 29.05. Sync Site Import

Having exported a JSON file of your data, you can then import the data into a new datafile. From mSupply v9.04, sites are exported and imported as JSON files.

## Pre-requisites

To import data, you must:

- Have the JSON file to import - to create one, refer to 29.04. Sync Site Export.
- RENAME the JSON file!

  This datafile and the JSON file you would like to import must have the same name. You will likely want choose a good name for the data file, and rename the JSON file accordingly before carrying out the following steps.

- Be using a **single-user** version of mSupply - you can't create a new datafile from an mSupply client.
- Be using a version of mSupply that is *the same version* as the version of mSupply that created the JSON of your data.

## Importing a datafile

1. Open mSupply

   DON'T LOG IN!

   You will see an **Import data** button on the bottom left.

   

2. Click the **Import data** button. This will display a open/save window where you can choose the file you want to import.
3. Choose the XML file you created in the sync site export, and click **OK** to confirm the import. If the XML file has the same name as your datafile, you will then see a progress bar appear.

   

   Once the import is completed, you will see an alert pop up to enter **sync password**. This is the password that was used when creating the site - refer 29.02. Synchronisation Sites > Creating New Sync Sites > Password

   

   After entering the sync password another alert will pop up that mSupply needs to reopen for you to use the new datafile. mSupply will alert you that it will be closing, and automatically close.

   

4. Reopen and start using your new datafile.

If the data file you exported had a sync site created for the store, the import will automatically configure the sync settings. Since v5.07 these are visible in the Sync Sites window.

Before sync can start working:

- The datafile will need to be registered

This requires technical assistance from the mSupply Foundation support@msupply.foundation

## Client / Server use

If this data file is for use on a Single-user sync machine, then nothing more needs to be done, you are ready to go. If it needs to be used on a server in a Client / Server environment, then you will need to transfer the data file to the server and install it as discussed in Obtain and run the mSupply Server installer

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