Excel Import 3.0

User Guide

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Our web site: http://www.boostsolutions.com

Content

1.   Introduction

SharePoint Excel Import allows business users to import any Excel spreadsheet (.xlsx, .xls, or .csv file) into SharePoint list and map data fields manually or automatically (by schedule). Also, it enables you to create a new SharePoint list directly from an Excel spreadsheet with field mapping.

It is possible to use SharePoint Excel Import to update any SharePoint list using an Excel file and keep your information up to date.

You can send data both ways either by importing Excel Spreadsheet into SharePoint list or exporting list items or list views to an Excel file.

This user guide is used to instruct user on how to configure and use this product.

For the latest copy of this and other guides, please visit:

http://www.boostsolutions.com/download-documentation.html

2.   Installation

2.1   Product Files

After you download and unzip the Excel Import zip file from www.boostsolutions.com, you will find the following files:

Path	Descriptions
Setup.exe	A program that installs and deploys the WSP solution packages to the SharePoint farm.
EULA.rtf	The product End-User-License-Agreement.
Excel Import_V3_User Guide.pdf	User guide for Excel Import in PDF format.
Library\4.0\Setup.exe	The product installer for .Net Framework 4.0.
Library\4.0\Setup.exe.config	A file containing the configuration information for the installer.
Library\4.6\Setup.exe	The product installer for .Net Framework 4.6.
Library\4.6\Setup.exe.config	A file containing the configuration information for the installer.
Solutions\Foundtion\ BoostSolutions.FoundationSetup15.1.wsp	A SharePoint solution package containing Foundation files and resources for SharePoint 2013 or SharePoint Foundation 2013.
Solutions\Foundtion\ BoostSolutions.FoundationSetup16.1.wsp	A SharePoint solution package containing Foundation files and resources for SharePoint 2016/2019/Subscription Edition.
Solutions\Foundtion\Install.config	A file containing the configuration information for the installer.
Solutions\ImportExcel\ BoostSolutions.ExcelImportSetup15.3.wsp	A SharePoint solution package containing Excel Import files and resources for SharePoint 2013 or SharePoint Foundation 2013.
Solutions\ImportExcel\ BoostSolutions.ExcelImportSetup16.3.wsp	A SharePoint solution package containing Excel Import files and resources for SharePoint 2016/2019/Subscription Edition.

Solutions\ImportExcel\Install.config	A file containing the configuration information for the installer.

2.2   Software Requirements

Before you install Excel Import, ensure your system meets the following requirements:

SharePoint Server Subscription Edition

Operating System	Windows Server 2019 Standard or Datacenter Windows Server 2022 Standard or Datacenter
Server	Microsoft SharePoint Server Subscription Edition
Browser	Microsoft Edge Mozilla Firefox Google Chrome

SharePoint 2019

Operating System	Windows Server 2016 Standard or Datacenter Windows Server 2019 Standard or Datacenter
Server	Microsoft SharePoint Server 2019
Browser	Microsoft Internet Explorer 11 or greater Microsoft Edge Mozilla Firefox Google Chrome

SharePoint 2016

Operating System	Microsoft Windows Server 2012 Standard or Datacenter X64 Microsoft Windows Server 2016 Standard or Datacenter
Server	Microsoft SharePoint Server 2016 Microsoft .NET Framework 4.6
Browser	Microsoft Internet Explorer 10 or greater Microsoft Edge Mozilla Firefox

	Google Chrome

SharePoint 2013

| Operating System	Microsoft Windows Server 2012 Standard or Datacenter X64 Microsoft Windows Server 2008 R2 SP1
Server	Microsoft SharePoint Foundation 2013 or Microsoft SharePoint Server 2013 Microsoft .NET Framework 4.5
Browser	Microsoft Internet Explorer 8 or greater Microsoft Edge Mozilla Firefox Google Chrome

2.3   Installation

Follow these steps to install Excel Import on your SharePoint servers.

Installation Preconditions

Before you install this product, please ensure these services are started on your SharePoint servers:
SharePoint Administration and **SharePoint Timer Service**.
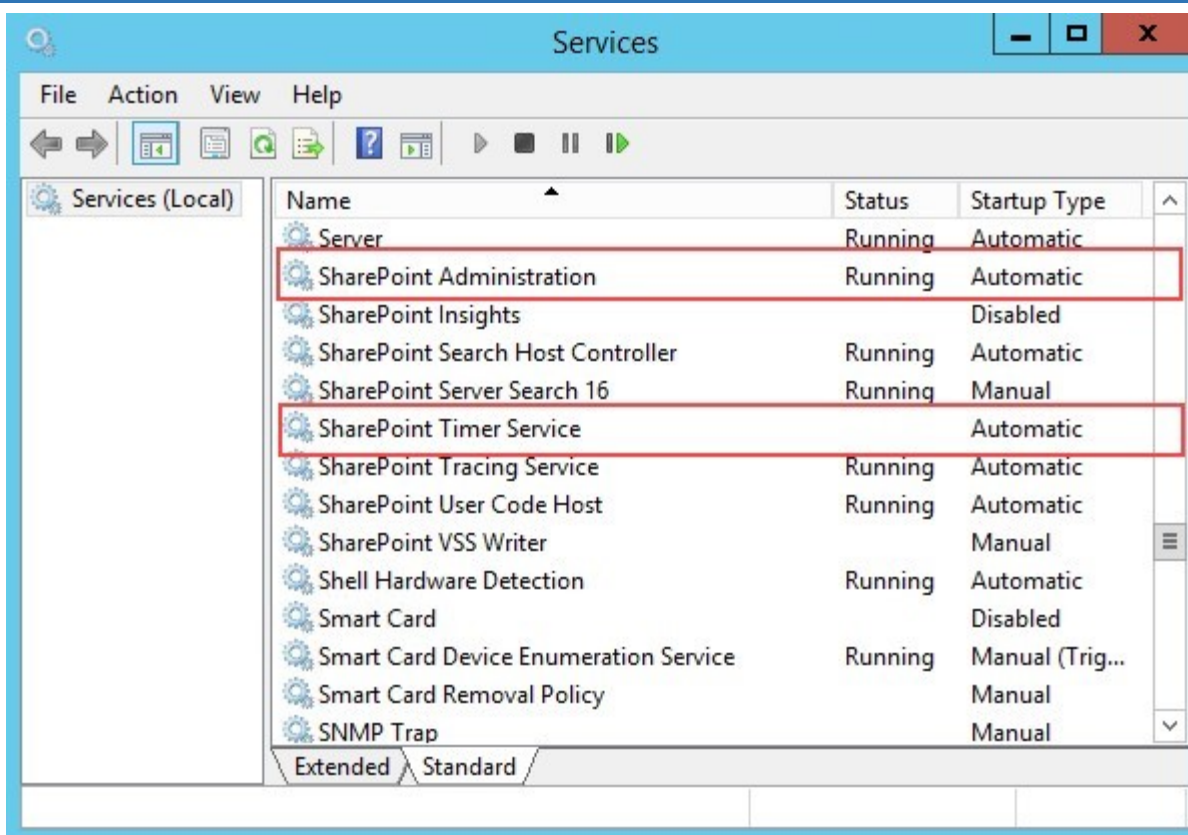
Excel Import must be run on one front-end Web server in the SharePoint farm where **Microsoft SharePoint Foundation Web Application services** are running. Check **Central Administration** -> **System Settings** for a list of servers running this service.

Required Permissions

To perform this procedure, you must have specific permissions and rights.

- Member of the local server's **Administrators** group.

- Member of the **Farm Administrators** group.

To install Excel Import on SharePoint server.

a   Download the zip file (*.zip) of the product from the BoostSolutions website, then extract the file.

b   Open the unzipped folder and run the **Setup.exe** file.

> *Note*
>
> If you cannot run the setup file, please right click the Setup.exe file and choose Run as administrator.

c   A system check is performed to verify if your machine meets all the requirements for installing the product. After the system check is finished, click **Next**.

d   Review and accept the End-User License Agreement and click **Next**.

e   In the **Web Application Deployment Targets**, select the web applications you are going to install and click **Next**.

> *Note*
>
> If you select **Automatically activate features**, the product features will be activated in the target site collection during the installation process. If you want to manually activate the product feature later, uncheck this box.

f   Upon completion of the installation, details are displayed showing which web applications your product has been installed to. Click **Close**.

2.4   Upgrade

Download the latest version of our product and run the **Setup.exe** file.

In the **Program Maintenance** window, select **Upgrade** and click **Next**.

2.5   Uninstallation

If you want to uninstall the product, double-click the **Setup.exe** file.

In the **Repair or Remove** window, select **Remove** and click **Next**. Then the application will be removed.

2.6   Command_Line Installation

The following instructions are for installing the solution files for Excel Import in SharePoint 2016 by using the SharePoint STSADM command line tool.

Required permissions

To use STSADM, you must be a member of the local Administrators group on the server.

To install Excel Import on SharePoint server.

If you have installed BoostSolutions products before, please skip the steps for installation of Foundation.

a. Extract the files from the product zip pack to a folder on one SharePoint server.

b. Open a command prompt and make sure your path is set with the SharePoint bin directory.

SharePoint 2016

C:\Program Files\Common Files\Microsoft Shared\Web Server Extensions\16\BIN

c. Add the solution files to SharePoint in the STSADM command line tool.

stsadm -o addsolution -filename BoostSolutions.ExcelImportSetup16.3.wsp

stsadm -o addsolution -filename BoostSolutions.FoundationSetup16.1.wsp

d. Deploy the added solution with the following command:

stsadm -o deploysolution -name BoostSolutions.ExcelImportSetup16.3.wsp -allowgacdeployment –url [virtual server url] –immediate stsadm -o deploysolution -name

stsadm -o addsolution -filename BoostSolutions.FoundationSetup16.1.wsp-allowgacdeployment –url [virtual server url] –immediate

e. Wait for the deployment to complete. Check the final status of the deployment with this command:

stsadm -o displaysolution -name BoostSolutions.ExcelImportSetup16.3.wsp

stsadm -o displaysolution -name BoostSolutions.FoundationSetup16.1.wsp

The result should contain a <Deployed> parameter for which the value is TRUE.

f.   In the STSADM tool, activate the features.

stsadm -o activatefeature -name SharePointBoost.ImportExcel –url [site collection url] –force

stsadm -o activatefeature -name SharePointBoost.ImportExcel.TimerJob –url [virtual server url] –force

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Note:

After install product using command line, you can check whether the product is installed and deployed successfully in Central Administration.

a.   On the Central Administration Home page, click **System Settings**.

b.   In the Farm Management section, click **Manage farm solutions**.

c.   On the Solution Management page, check whether the solution
     "BoostSolutions.ExcelImportSetup16.3.wsp" is deployed to the web applications.

d.   On the Solution Properties page, click **Deploy Solution**.

e.   On the Deploy Solution page, in the Deploy When section, select **Now**.

f.   In the Deploy To? section, in the A specific web application list, click either All web applications or
     select a specific Web application.

g.   Click **OK**.

To remove Excel Import from SharePoint servers.

a.   Removal is initiated with the following command:

   *stsadm -o retractsolution -name BoostSolutions.ExcelImportSetup16.3.wsp -immediate -url [virtual
   server url]*

b.   Wait for the removal to finish. To check the final status of the removal you can use the following
     command:

   stsadm -o displaysolution -name BoostSolutions.ExcelImportSetup16.3.wsp

   The result should contain the <Deployed> parameter for which the value is FALSE and the
   <LastOperationResult> parameter with the RetractionSucceeded value.

c.   Remove the solution from the SharePoint solutions storage:

   stsadm -o deletesolution -name BoostSolutions.ExcelImportSetup16.3.wsp

Note:

After uninstall product using command line, you can check whether the product is removed and
successfully in Central Administration.

a.   On the Central Administration Home page, click **System Settings**.

b.   In the Farm Management section, click **Manage farm solutions**.

c.   On the Solution Management page, click "BoostSolutions.ExcelImportSetup16.3.wsp".

> d.   On the Solution Properties page, click **Retract Solution**.
>
> e.   On the Retract Solution page, in the Deploy When section, select **Now**.
>
> f.   In the Retract From section, in the A specific web application list, click All content web applications.
>
> g.   Click **OK**.
>
> h.   Wait a minute, and refresh the browser until you see "Not Deployed" as the status for BoostSolutions.ExcelImportSetup16.3.wsp.
>
> i.   Select "BoostSolutions.ExcelImportSetup16.3.wsp".
>
> j.   On the Solution Properties page, click **Remove Solution**.

2.7   Feature Activation

Activate feature in site collection

By default, the application's features are automatically activated once the product is installed. You can also activate the product feature manually.

a.   Click **Settings** ⚙ and then click **Site Settings**.

b.   Under **Site Collection Administration** click **Site collection features**.

c.   Find the application feature and click **Activate**. After a feature is activated, the Status column lists the feature as **Active**.

Activate Excel Import's feature in Central Administration

a.   On the Quick Launch, click **Application Management**.

b.   On the Application Management page, under Manage Applications, click **Manage Web applications**.

c.   Select a web application you want to configure and click **Manage Features** on the ribbon.

d.   Find Excel Import's features and click **Activate**. After a feature is activated, the Status column lists the feature as **Active**.

Excel Import Timer Job 3.11.2.619

Provides the ability to automatically import Excel spreadsheet data into list. (Powered by BoostSolutions)

Deactivate   Active

3.   How to Use Excel Import

Once the Excel Import feature is activated an **Import & Export** group will be added to the SharePoint Ribbon.
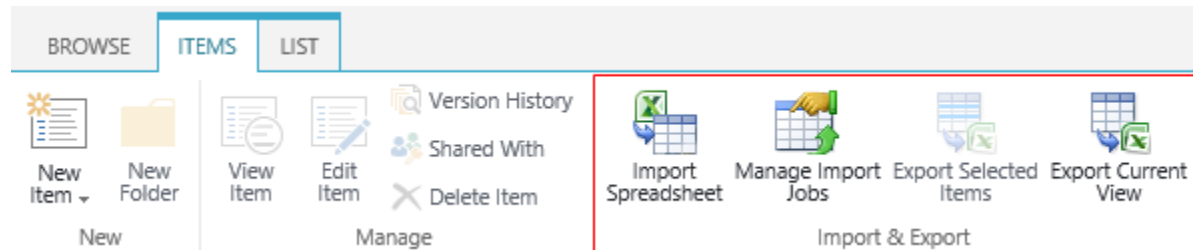
- ▪ **Import Spreadsheet**

Import data or records from an Excel file to the current list.

- ▪ **Manage Import Jobs**

Create a job to auto update data from an Excel file to current list.

- ▪ **Export Selected Items**

Export the selected items to a spreadsheet.

- ▪ **Export Current View**

Export all items of the current view to an Excel file.

Note

Excel Import supports the following SharePoint lists: Announcement, Calendar, Contacts, Custom List, Discussion Board, Issue Tracking, Links, Project Tasks, Tasks, Blog Post, Blog Categories, Blog Comments, Meeting Attendee, Meeting Decision, Meeting Objectives, Meeting Things to Bring, Meeting Workspace Page.

3.1   Import Spreadsheet Settings

When you import data or records from a spreadsheet to list, these settings need to be configured.

Sheet

Select data from the sheet which will be imported to the list.

Column Mapping

Column mapping allows you to accurately map the spreadsheet data fields to SharePoint list columns.

This section will vary according to the importing mode you select.

Filter

Specify the data range you want to import to the list.

Import Options

Specify if you want to update list items with spreadsheet data and how to update.

Recurring Schedule

This setting is only available when you create an import job to automatically import data.

3.2   Import a Spreadsheet

To import a Spreadsheet, you must have at least Contribute permission level on the list or be a member of the default SharePoint Members group for the site.

a.   Enter the list that you want to import a spreadsheet from.

b.   On the Ribbon, click the **ITEMS** tab, and then click **Import Spreadsheet** in the Import & Export group.

c.   In the **Import from Spreadsheet** dialog box, choose an Excel spreadsheet or CSV file. Click **Next** to upload the file.

d.   In the **Import Spreadsheet** dialog, you can configure import options.

e. Once an Excel file is uploaded, the included sheets will be loaded and available for import. In the **Sheet** section, select a sheet which you want to import.

Use the Option **Skip header row in Excel** to decide whether or not to import the first row. This option is enabled by default and can be manually disabled if you don't have field titles in the first row or if you do not want to use the first row as field titles.

Sheet

Select one sheet which you want to
import, then columns in that sheet will be
automatically loaded.

Select Sheet:

Purchase Orders ▼

☑ Skip header row in Excel

f. In the **Column Mapping** section, select the columns in Excel and map them to list columns.

By default, the columns with the same name and type will be automatically selected and mapped
whenever a sheet is loaded. Additionally, required columns will be marked with a red asterisk and
selected automatically.

Column Mapping

Specify column mapping between Excel
Sheet and this list. You can preview the
Excel data in Sample Data column.

Columns in List	Columns in Excel	Sample Data
☑ Order No. *	Order No. ▼	20170111-123
☑ Customer	Customer ▼	Microsoft
☑ Product	Product ▼	ADS
☑ Country	Country ▼	USA
☑ Purchased Date	Purchased Date ▼	1/20/2017 12:00:00 AM
☑ Unit Price	Unit Price ▼	1000
☑ Quantity	Quantity ▼	1
☑ Ext Price	Ext Price ▼	1000
☐ Payment Method	Order No. ▼	20170111-123
☐ Modified	Order No. ▼	20170111-123
☐ Created	Order No. ▼	20170111-123
☐ Created By	Order No. ▼	20170111-123
☐ Modified By	Order No. ▼	20170111-123

The **Sample Data** field is used to preview Excel data in a specific column in real time before
importing the Excel spreadsheet to SharePoint. Only the first row of data (not including the field
titles row) will be shown.

When you toggle between different Excel columns, the value in the Sample Data field will change
correspondingly. Thus you don't need to switch back and forth between the Excel file and
SharePoint. This ensures that you insert the right information into the right place.

> *Note*
>
> All SharePoint columns are supported by Excel Import. However, if you select and map a Lookup
> column performance may be affected.

g. In the **Filter** section, select the data range and import the data you need. If you deselect this
option, all rows in the Excel sheet will be imported.

If you select the checkbox next to **Import from [] to []** option, and specify the data range such as from row 2 to 30, then only the specified rows will be imported to the list.

Filter

Enter the row range of selected Excel Sheet to import. If not checked, all rows will be imported.

☑ Import from row [2] to [30] (Total rows of sheet: 49)

h.   In the **Import Options** section, specify if you want to update SharePoint list using an Excel file.

For first-time import, it is unnecessary to select this option.

But if you have already imported data before, you may need to decide what action should be taken if duplicates are found when importing Excel to SharePoint.

Before doing this, you need to enable the **Check duplicate records when importing** option.

Duplicate records can exist in both SharePoint list and Excel Sheet. In order to duplicate records, a **Key** has to be specified to identify duplicate records.

A key column is one that uniquely identifies records between Excel and SharePoint list (like an ID column).

In 3.6 and above versions, you can specify more than one key columns.

> **Note**
>
> Only columns which have been selected in the Column Mapping section can be utilized as a Key column. Furthermore, Multiple lines of text column cannot be used as a key column.

Import Options

Specify whether you want to check for duplicates when importing. A "key column" is one that uniquely identifies records between Excel and SharePoint list.
Note: This option will only affect duplicate records, and unduplicated records will be added to this list.

☑ Check duplicate records when importing
   Key:
   [Order No.,Customer   ▼]

What action should be taken if duplicates found?
   ◉ Skip duplicate records
   ○ Update duplicate records
      (Duplicate records will be skipped if key column is not unique)

Once the **Check duplicate records when importing** option is enabled, there are two actions that can be taken if any duplicates are found when importing Excel to SharePoint.

- **Skip duplicate records**

Excel Import compares values of key column in Excel and SharePoint list, if the values are same on both sides, the records will be identified as duplicate.

Data which has been identified as duplicate records in an Excel spreadsheet will be skipped when importing and only the unique records remaining will be imported.

- **Update duplicate records**

Excel Import compares values of Key column in Excel and SharePoint list, if the values are same on both sides, the records will be identified as duplicate.

For the duplicate records, Excel Import will update information in the duplicate records in the SharePoint list with the corresponding information in the Excel spreadsheet. Then, the remaining data of spreadsheet will be regarded as new records and imported accordingly.

> ### *Note*
>
> If the key column is not unique in Excel or list, the duplicate records will be skipped.
>
> For example, supposed you have set the **Order No** column as key:
>
> If there are multiple records in Excel with the same value of **Order No** column, these records will be identified as duplicate and skipped.
>
> If there are multiple records with the same value of **Order No** column in list, the records in the list will be identified as duplicate and skipped.

i.   Click **Import** button.

j.   After the importing process finished, click **Continue Importing** button to keep import other sheets; otherwise, click **Close** button to exit.
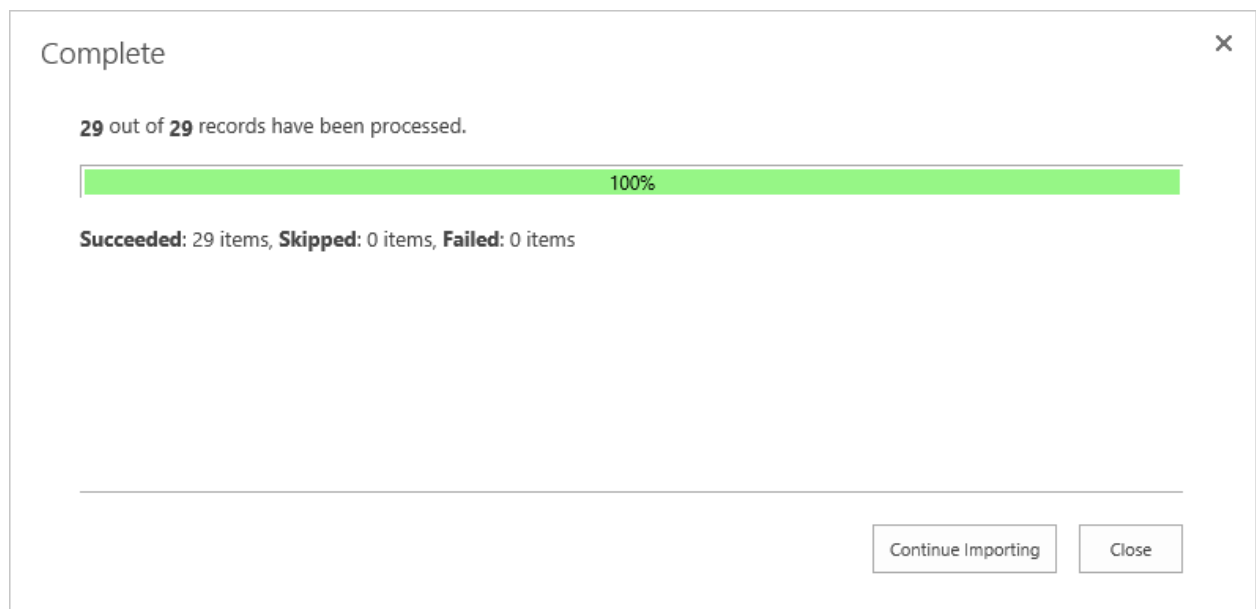
3.3   Create a New List from Spreadsheet

To create a new list from an Excel Spreadsheet, you must have at least Design permission level for the site, or be a member of the default SharePoint Designer group for the site.

a. Click ⚙ and then click **New List from Spreadsheet**.
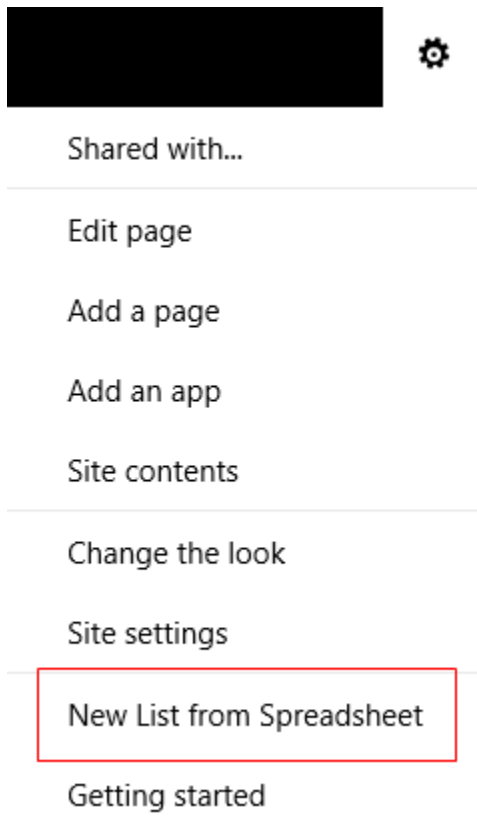
b. In the **New List from Spreadsheet** dialog box, you can choose an Excel spreadsheet or CSV file and configure import options.

New List from Spreadsheet   ×

Select an Excel spreadsheet (.xls, .xlsx) or CSV file, then click Next to upload the file and configure import options.

Name and Description

Type a new name as you want it to appear in headings and links throughout the site. Type descriptive text that will help site visitors use this list.

Name:

Sales Orders

Description:

Sale order, created by marketing manager using Excel Import.

Import from Spreadsheet

Specify the location for the spreadsheet you want to use as the basis for this list.

Name:

E:\WORK\WORKSPACE\Order   Browse...

Next   Cancel

c. In the **Name and Description** section, enter the name that you want for the new list and a description, in the Description box, to help people understand the purpose of the list and what data it contains.

d. Choose an Excel spreadsheet or CSV file and click **Next** to upload the file.

e. In the **Import Spreadsheet** dialog, you can configure import options.

f. Once an Excel file is uploaded, the included sheets will be loaded and available for import. In the **Sheet** section, select a sheet which you want to import.

Use the Option **Skip header row in Excel** to decide whether or not to import the first row. This option is enabled by default and can be manually disabled if you don't have field titles in the first row or if you do not want to use the first row as field titles.

g. In the **Column Mapping** section, select the columns you want to create.

When you open the Import Spreadsheet dialog box, all Excel Headers from the spreadsheet will be loaded automatically under the **Excel Header** and mapped with the **Column Name**. All checkboxes will be checked by default.

You can select or deselect the columns you wish to keep or remove. If you deselect the Excel header name, then the SharePoint column will not be created in the new SharePoint list. If you

select the Excel header name, you have the option to change the default SharePoint column
name and type; the SharePoint column will then be created in the new SharePoint list.

> **Note**
>
> The following columns are currently supported in New List form Spreadsheet: Single line of
> text, Multiple line of text, Number, Currency, Yes/No, Data and Time, Person and Group,
> Hyperlink or Picture, and Choice.

h.   In the **Link to Edit Menu** section, specify a column which is used to link to item with edit menu.
     The column type must be a Single line of text.

i.   In the **Filter** section, select the data range and import the data you need. If you deselect this
     option, all rows in the Excel sheet will be imported.

j.   Click **Import**.

k.   After importing process finished, click **Close** button to exit.

3.4   Import Spreadsheets Automatically

Excel Import enables you to import any Excel spreadsheet stored on remote file servers, SharePoint
document library, etc., to SharePoint list automatically. You will need to create an import job first so that
data will be imported based on a scheduled plan.

The remote file server can be accessed using FTP, HTTP or WebDAV. Here are some examples to connect to files using different protocols:

To access a file using FTP, enter this: ftp://192.168.6.xxx:port/filename.xlsx.

To access a file using HTTP, enter this: http://192.168.6.xxx/filename.xlsx.

To access a file using WebDAV, enter this: webdav://192.168.6.xxx/filename.xlsx.

3.4.1 Create new Import Job

a.   Enter the list you want to create an import job for.

b.   In the Ribbon, click the **ITEMS** tab and then click **Manage Import Jobs** in the Import & Export group.

c.   The **Manage Import Jobs** dialog box will appear. In this dialog box, click **Create New Import Job**.

d.   The **Import Excel Spreadsheet from Remote Server** dialog box will open. In this dialog box, enter the **File URL**.

e.   Click **Next**.

f.   You will see the **File System Requires Authentication** dialog box.

Enter the correct User Name and the Password and click **Next** button.

Import Excel Spreadsheet from Remote Server   ✕

Excel File
Specify an Excel file location on remote server.

The server requires authentication

User Name br\administrator

Password   •••••••••

Next   Cancel

g.   You will enter the **Create New Import Job** dialog box.

h.   In the **Import Job Name** section, enter a name that you want for this import job.

i.   In the **Sheet** section, select the sheet you want to import. And select the **Skip header row in Excel** if you do not want to use the first row as field titles.

j.   In the **Column Mapping** section, select the column you want to import, and map the column as needed.

k.   In the **Filter** section, specify the row range of the selected Excel sheet to import to list.

l.   In the **Import Options** section, specify if you want to update SharePoint list using spreadsheet data.

m.   In the **Recurring Schedule** section, you can further specify the scheduler to run this import job automatically according to your needs (manually, every number of minutes or hours or days).

Recurring Schedule
Specify a schedule to run this import job.

This import job is scheduled to run:

◯ Manually
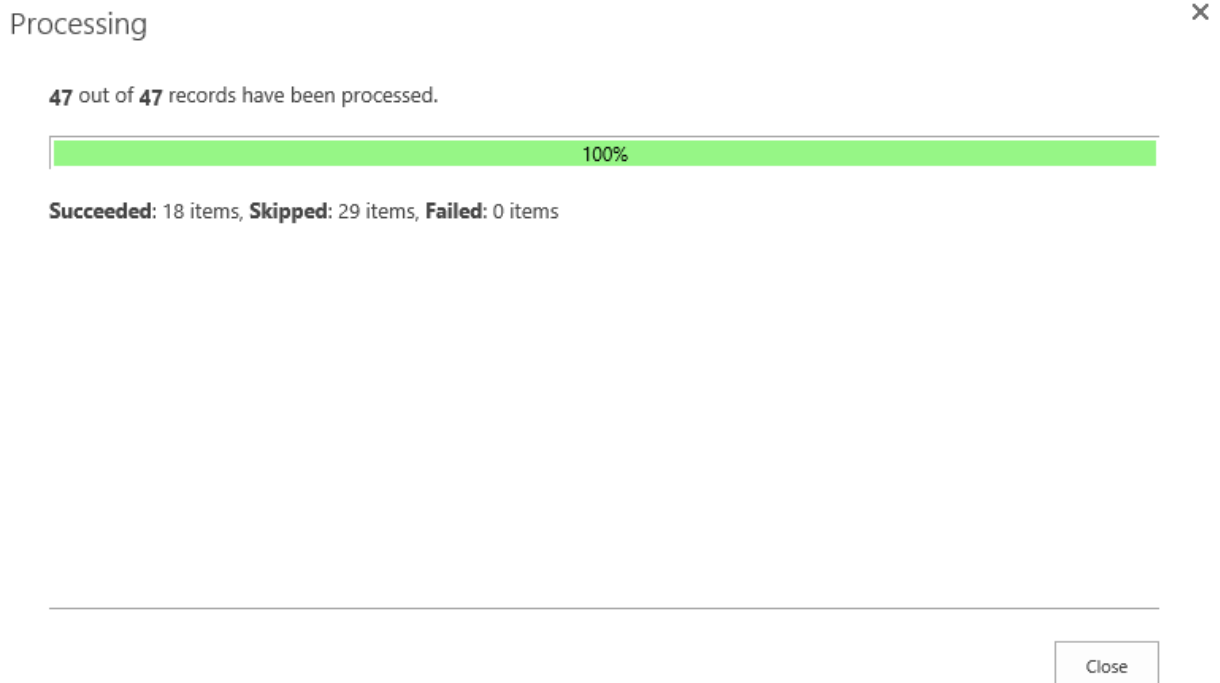◉ Minutely   Every 15 ⌄ Minutes
◯ Hourly
◯ Daily

n.   Click **Save**.

3.4.2 Run a job

a.   In the Manage Import Jobs dialog box, find the job you want to run manually.

b. Click ➡ under the Action column.

c. A Progressing dialog box will appear and any errors will be shown.

Processing   ×

47 out of 47 records have been processed.

100%

Succeeded: 18 items, **Skipped**: 29 items, **Failed**: 0 items

Close

d. Click **OK**. This window will close and you will return to the Manage Import Jobs dialog box.

3.4.3 Edit a job

a. In the Manage Import Jobs dialog box, find the job you want to edit.

b. Click 📝 under the Action column.

c. Change the settings that you want in the Edit Import Job dialog box.

d. Click **Save**.

3.4.4 Delete a job

a. In the manage Import Jobs dialog box, find the job you want to delete.

b. Click ✕ under the Action column.

c. A message box will appear asking you to confirm the deletion.
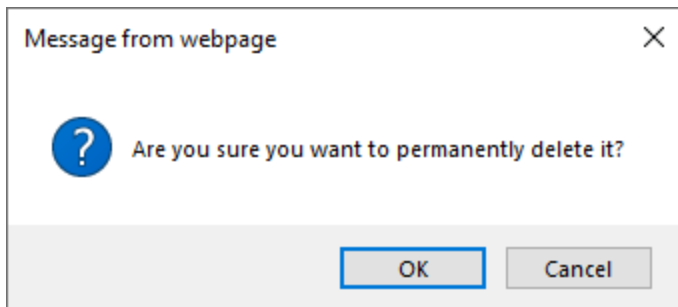
d. Click **OK** to confirm the deletion.

3.5   Export to Excel

In Excel Import, you can now select some items or select a view from a SharePoint List and export them as an Excel file, even if Microsoft® Excel is not installed on your machine (supports Excel 2003/2007/2010/2013/2016/2019).

Date and Time and **Number** will remain in the exported Excel file.

3.5.1 Export Selected Items

a. Select the desired items in a list. Then click **Export Selected Items** on the ribbon.

b. An **Export Selected Items** dialog box will appear.

c.   In this window, choose the desired Excel **Format** and enter a **File name**.

There are three formats for export: .xlsx (Excel 2007/2010/2013), xls (Excel 2003) and .csv.

d.   By default, all columns in the current view will be selected for export. You can also choose the columns that you want to export and change the columns position by clicking **Up** or **Down** button.

Select the **Includes all hidden columns** option if you want to export the columns that do not display in the current view.

e.   Click **OK**.

f.   A file download dialog will appear. Click **Save** to save the file to your computer.
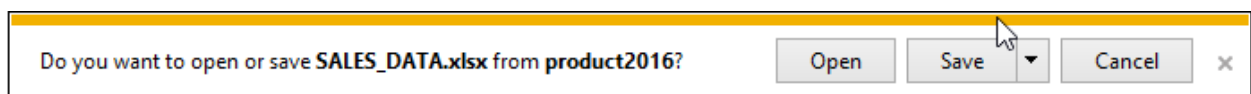
3.5.2 Export Current View

a.   Select the desired view in a list and click **Export Current View** on the ribbon.

b.   An **Export Current View** dialog box will appear.

c.   In this window, choose the desired Excel **Format** and enter a **File name**.

There are three formats for export: .xlsx (Excel 2007/2010/2013), xls (Excel 2003) and .csv.

d.   By default, all columns in the current view will be selected for export. You can also choose the columns that you want to export and change the columns position by clicking **Up** or **Down** button.

You can select the **Includes all hidden columns** option if you want to export all columns that do not display in the current view.

e.   Click **OK**.

f.   A file download dialog will appear, click **Save** to save the file to your computer.

4.   Troubleshooting & Support

Troubleshooting FAQ: http://www.boostsolutions.com/general-faq.html#Show=ChildTitle9

Contact Info:

Product & Licensing Inquires: sales@boostsolutions.com

Technical Support (Basic): support@boostsolutions.com

Request a New Product or Feature: feature_request@boostsolutions.com

Appendix 1: License Management

You can use Excel Import without entering any license code for a period of 30 days from when you first use it.

To use product after license expiration, you will need to purchase a license and register the product.

Finding License Information

a. In the products main page, click the trial link and enter the **License Management Center**.

b. Click Download License Information, choose a license type and download the information (Server Code, Farm ID or Site Collection ID).

    In order for BoostSolutions to create a license for you, you need to send us your SharePoint environment identifier (Note: different license types need different information). A server license needs a server code; a Farm license needs a farm ID; and a site collection license needs a site collection ID.

c. Send the above information to us (sales@boostsolutions.com) to generate a license code.

License Registration

a. When you receive a product license code, enter the **License Management Center** page.

b. Click **Register** on the license page and a **Register or Update license** window will open.

c. Upload the license file or enter the license code and click **Register**. You will get confirmation that your license has been validated.

For more details on license management, see the BoostSolutions Foundation.