



How to Export/Import Applications

Export/Import Overview

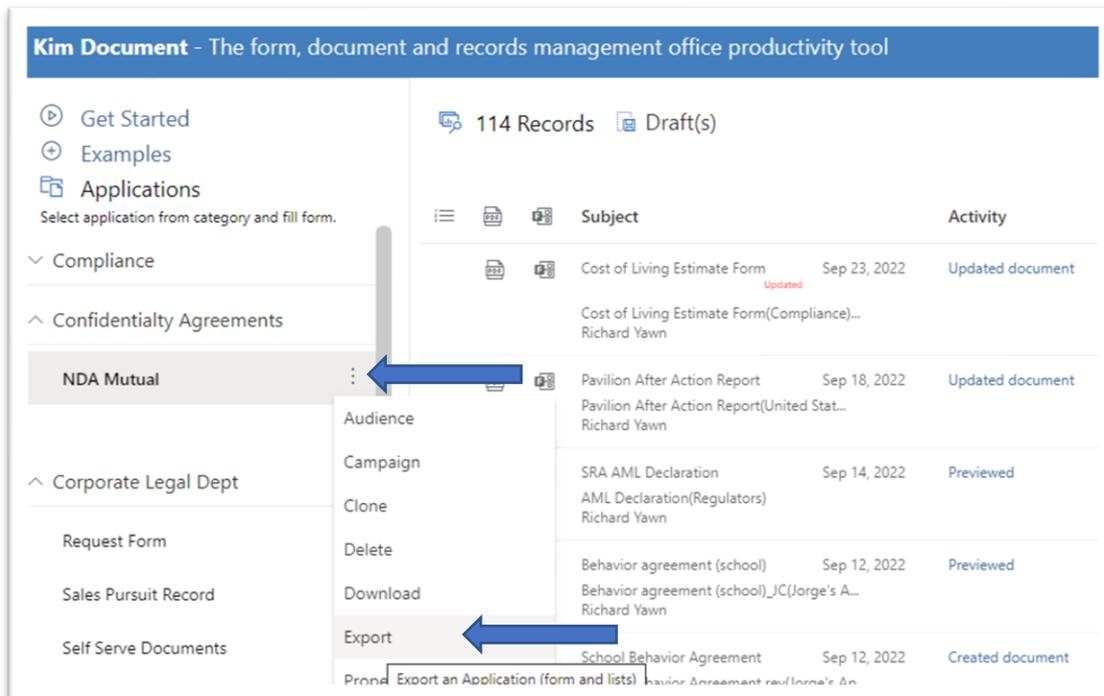
Kim Document's export/import feature enables the portability of its applications from one Kim account to another as well as one Kim Document cloud to another. The Kim Document export feature packages the application settings, document, webform wizard design (including expressions) and external lists into an export file. Note the export does not export audience or campaign configuration so this will need to be reconfigured in the application upon import.

Exporting an Application

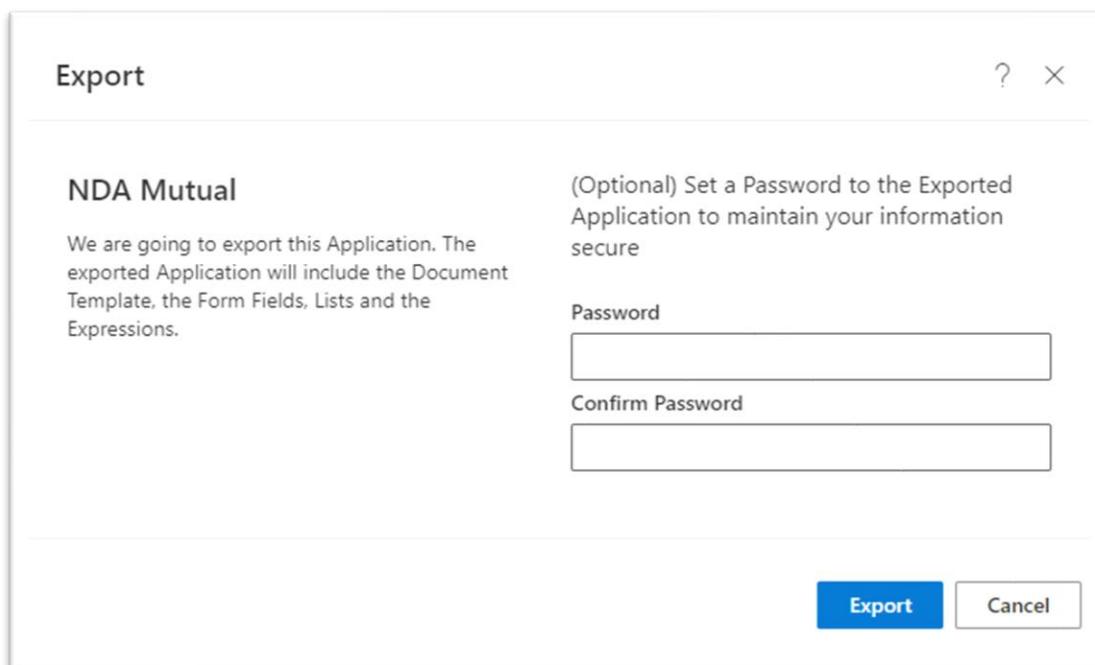
There are a number of key benefits of exporting applications. You can use it to:

- Store a copy of the configuration of the application in a safe place for back up or other purposes.
- Send the application configuration into another account as an independent copy of the application which can then be imported in the destination account
- Export the application with the purpose of creating similar configuration negating the need to start a new build from scratch. In this instance you can import into the same account, different account, or provide the export to other parties to make changes and use for a new purpose.
- Create a link that can be put on a page for other people to access so they can use the link to install the application into their own Kim Document account.

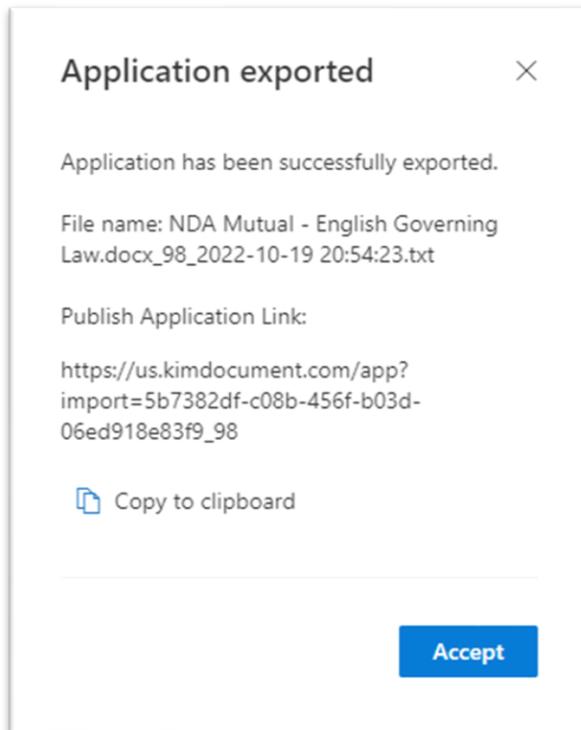
To export, go to the application menu and select Export:



When Export is selected, the Export dialog box appears. Here you can opt to set a password for the export package or simply export the package without one. Optionally, you may choose to set a password.



When Export is selected, a file is downloaded to your local drive and a publish application link is generated and accessible by selecting "Copy to clipboard".



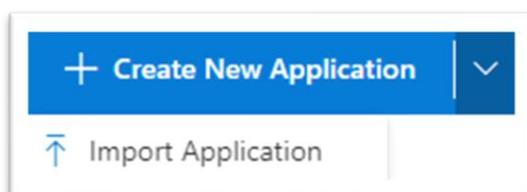
Note that the export link is always available from application properties “publish application link”.

Importing an Application

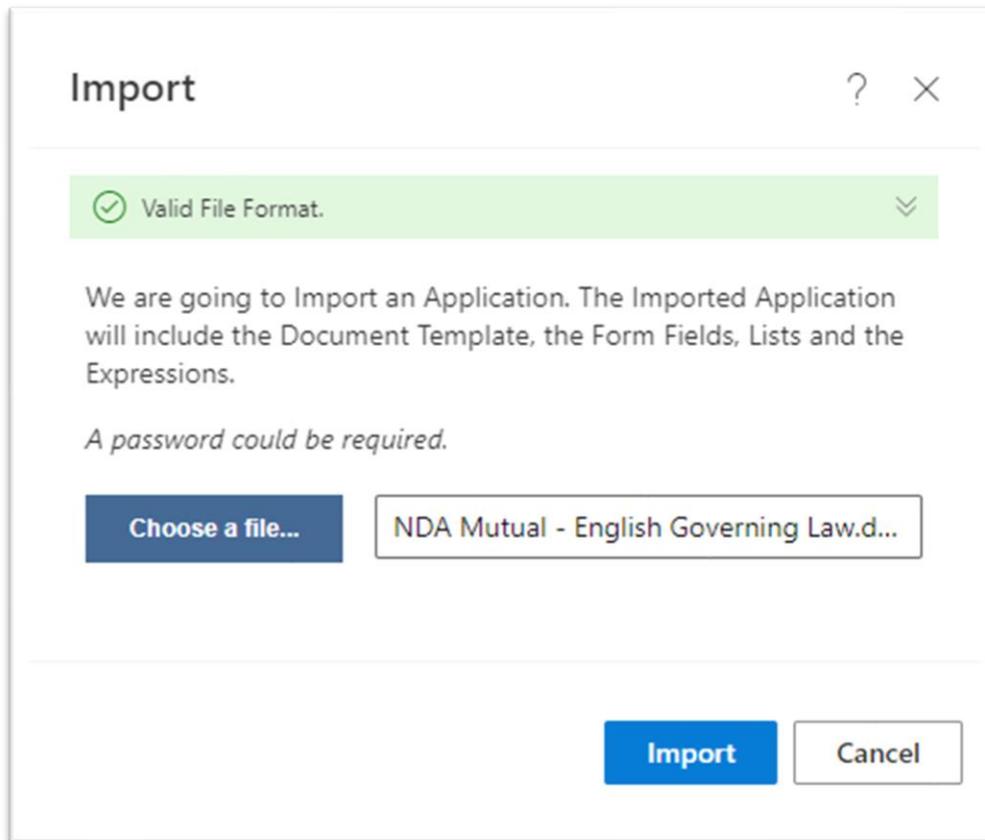
There are two functionalities that support the importing of applications; Import Application and Publish Application Link. The differences between Import Application and Publish Application Link are described below however the key difference is that Import Application can go across Kim Clouds and Publish Application Link will always install on the Kim Document site it came from.

Import Application

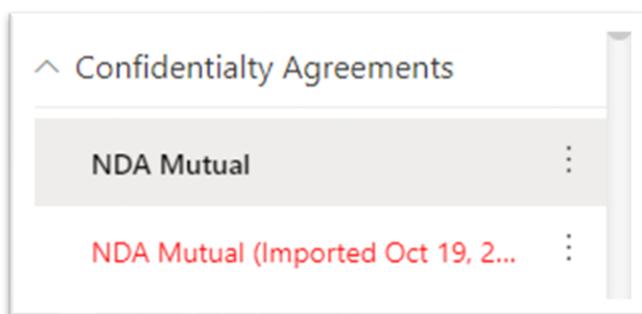
Located at the bottom left corner of your Kim Document Workspace you will find the “Create New Application” button. Select the downward chevron to show Import Application.



Select “Choose a file...”, navigate to the file, and select Import.



The application will then be created with the same Category and Application name it has when exported. If the Category and Application names already exist, a new Application with a modified name (also indicating when it was imported) will be displayed.



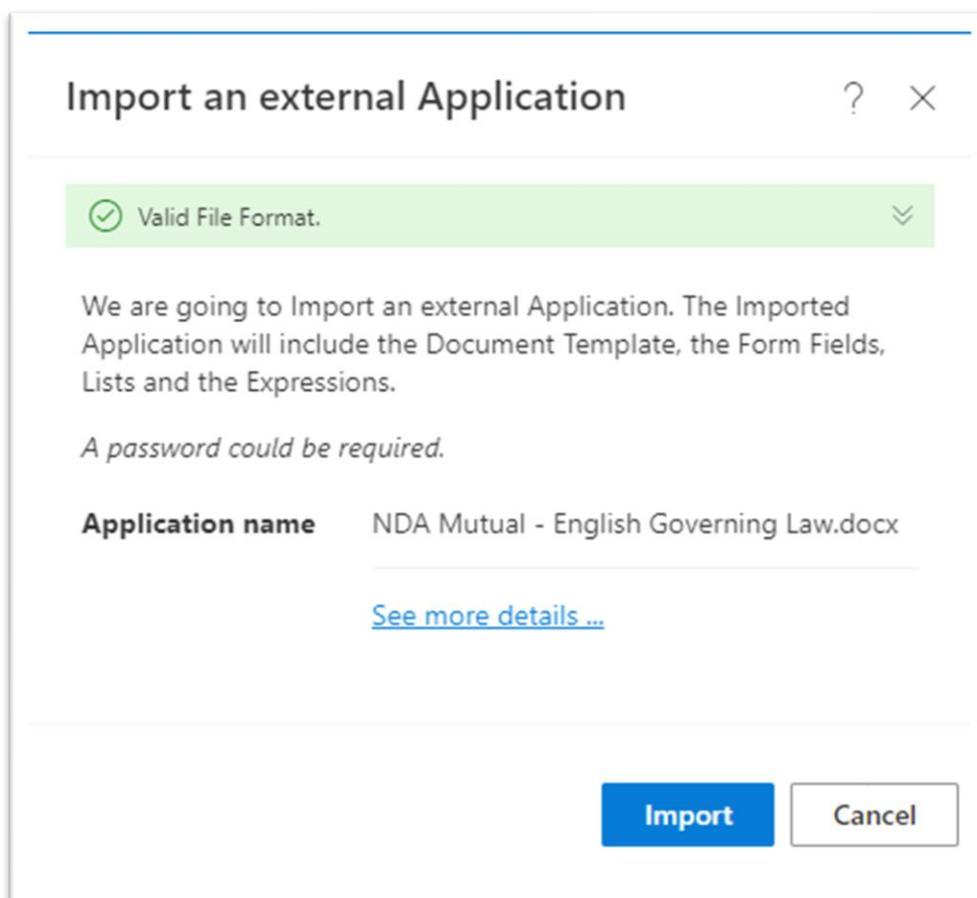
The imported application will have the same properties, webform wizard design, document, and lists as the application that was exported. **(Note: In the screenshot above, the application name is in red text – see Wizard instructions for guidance on what this represents and how to change it to black).**

Publish Application Link

This functionality facilitates the installation of an application in a user's account by a simple link selection. There are three main differences between the process of importing an application as detailed above and publishing an application link:

1. The link only installs an application from the same Kim Document Cloud origination. For example, links from us.kimdocument.com will only install on us.kimdocument.com.
2. There is no file to select.
3. The process for import is different - the publish link needs to be inserted as your web browser's URL. The link has either been selected as a link from an embedded webpage or selected as a link from an email. When invoked, Kim Document will appear with the box in the screen shot below. [Note: if user is not logged in or does not have an account, the import process will be stalled until such time as the user logs in or creates an account.]

https://us.kimdocument.com/app?import=5b7382df-c08b-456f-b03d-06ed918e83f9_98



Finally, when Import is selected, the process will be the exact same as if imported by selecting the file via the application import functionality.