

Workspaces



# Useful Postman Features

## Introduction

# Introduction

**Scratch Pad**

**Importing Requests**

**Importing and Exporting API Elements**

Let's get started!

# Scratch Pad

Scratch Pad is a space where you can work while not being connected to Postman Servers.

# Postman Scratch Pad

**Do not share data to  
Postman**

Access Postman features  
offline

Stored locally

Can move work to  
workspaces later



# Importing Requests

# Importing and Exporting API Elements

# Exporting API Elements

Collections

Environments

Globals

Data Dumps

# Import

API schemas

Direct URL

Raw Requests

Code Repositories

# Useful Postman Features

## Summary

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Collections

+

+

...

APIs

Environments

Mock Servers

Monitors

History

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Settings

Update available, view changes

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@getpostman



# Exporting API Elements

Collections

Environments

Globals

Data Dumps

Collections

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Mock Servers

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History

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eCampusConnect

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Share collection

Run collection

Edit

Add request

Add folder

Monitor collection

Mock collection

Create a fork

Create Pull Request

Merge changes

View documentation

Rename Ctrl+E

Duplicate Ctrl+D

Export

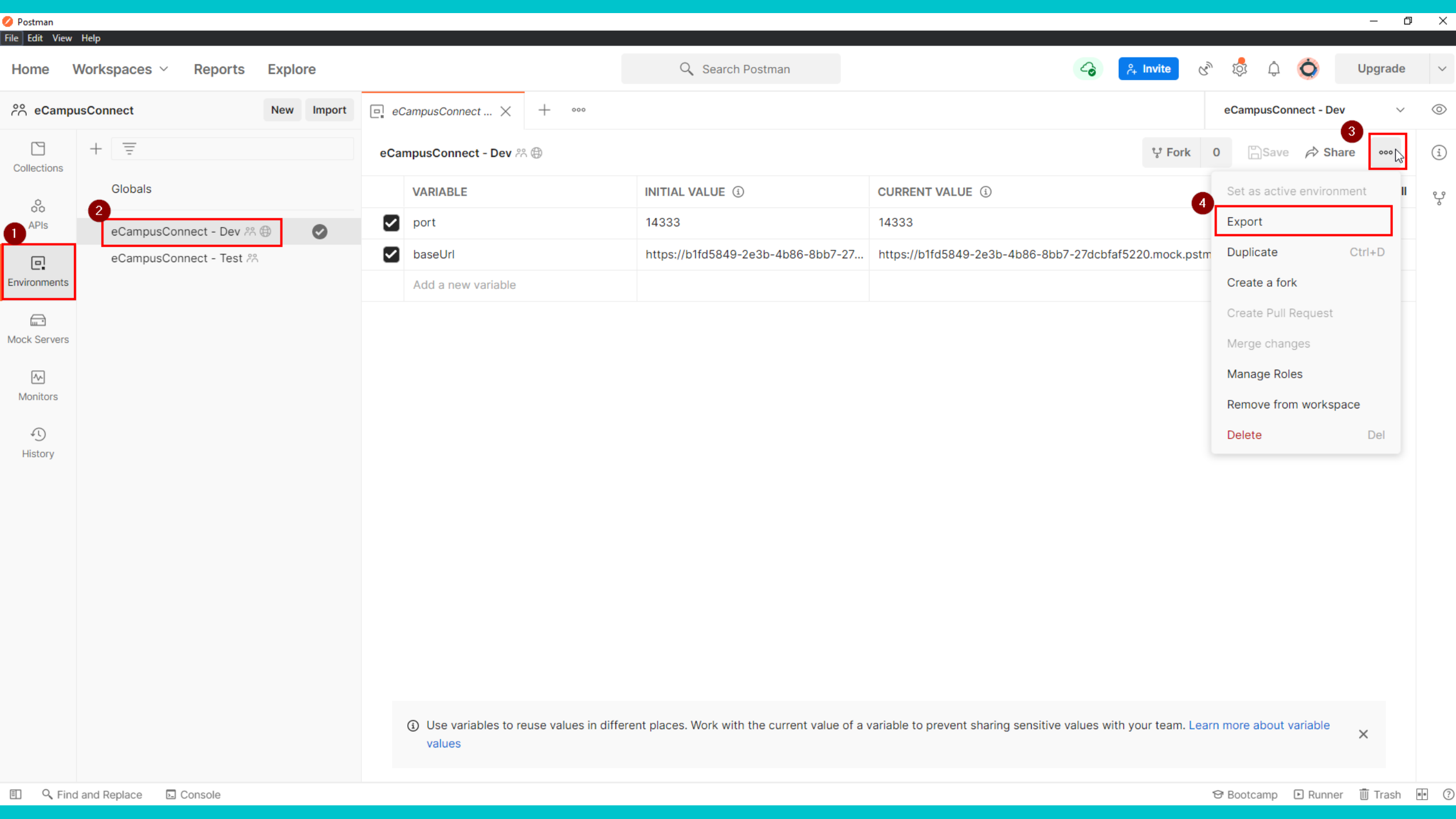
Manage roles

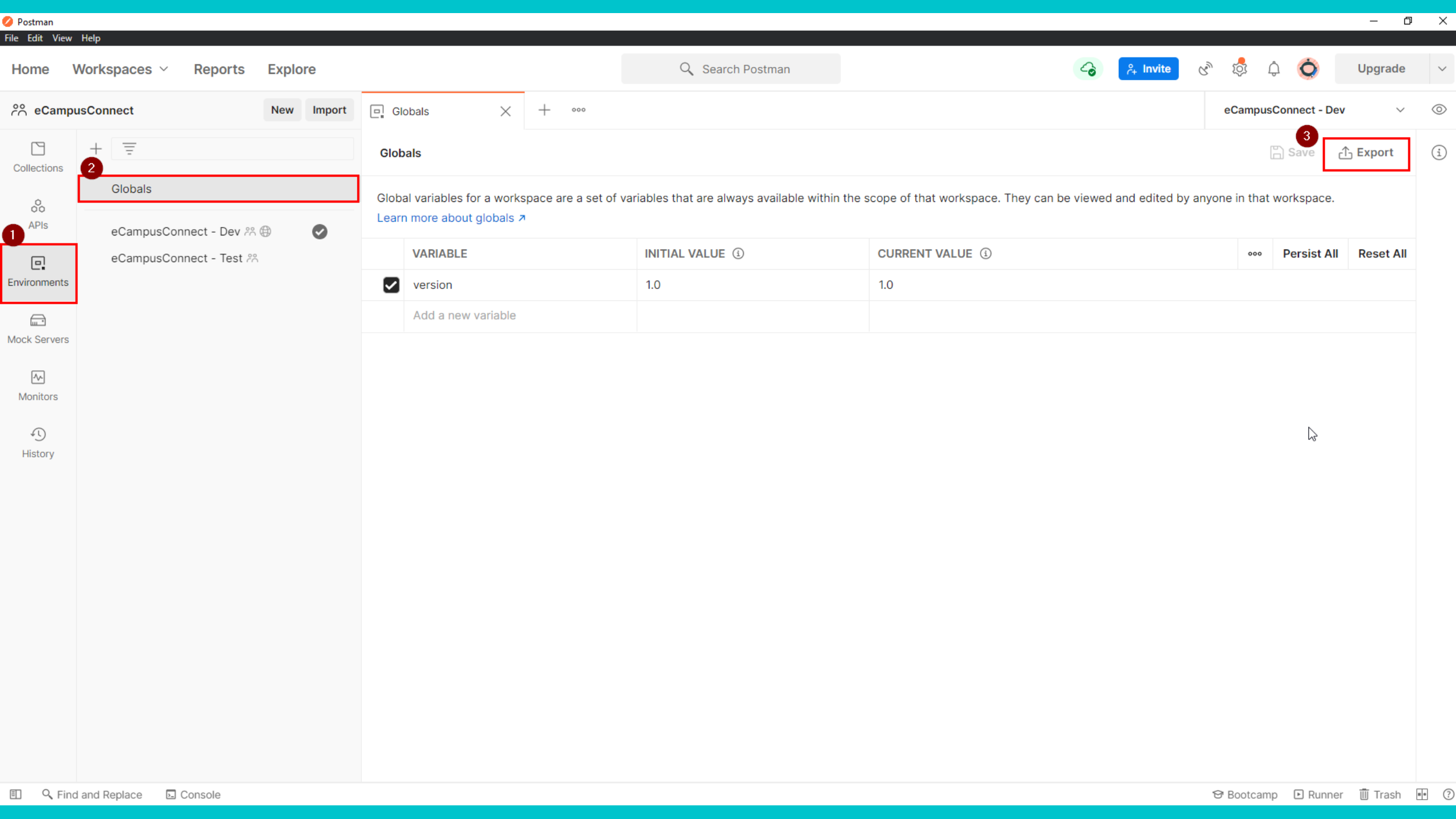
Remove from workspace

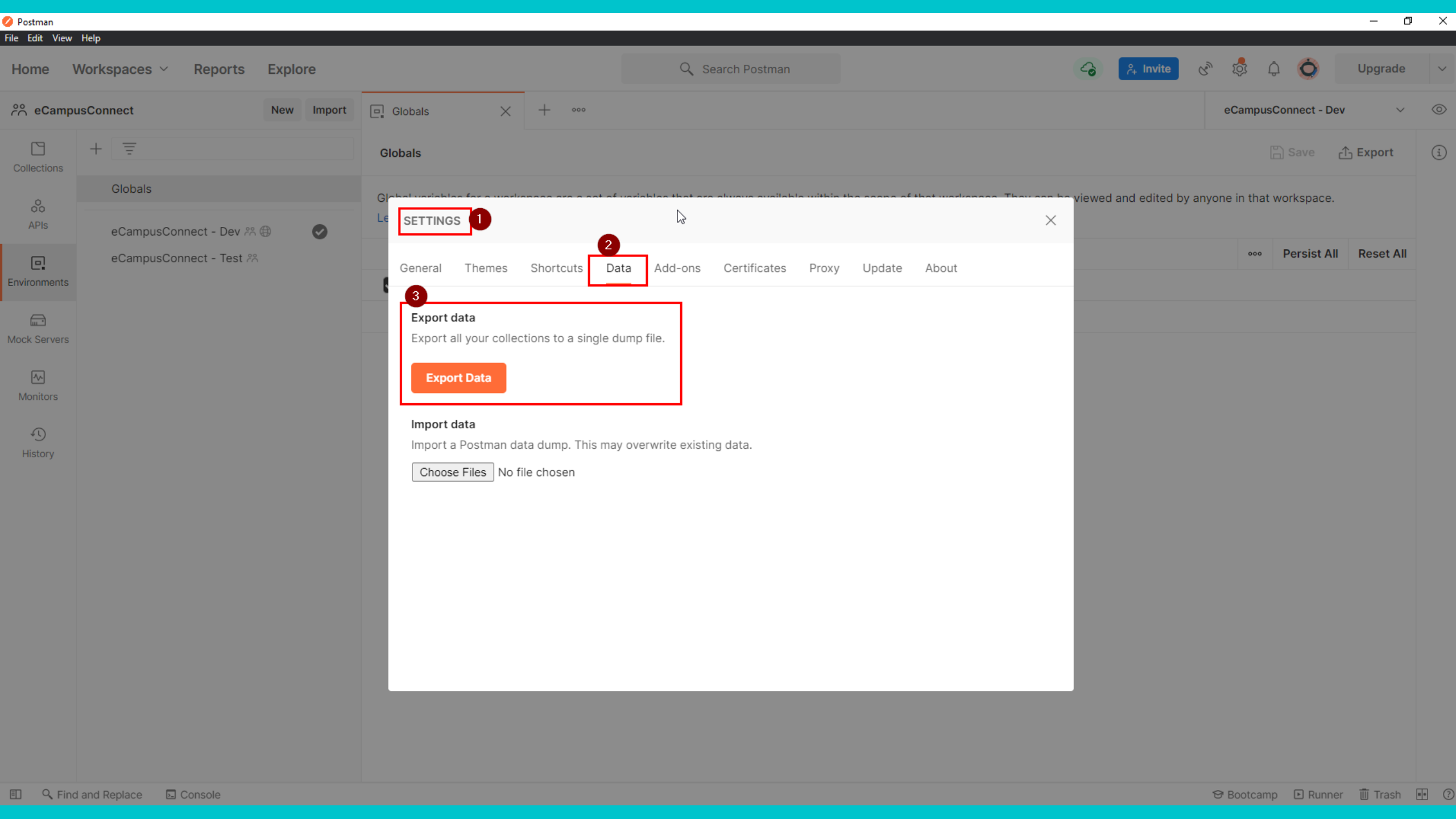
Delete Del



Open Overview







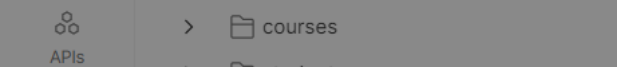
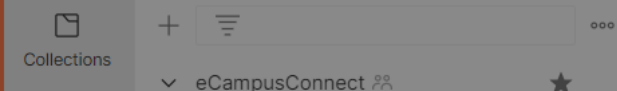
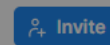
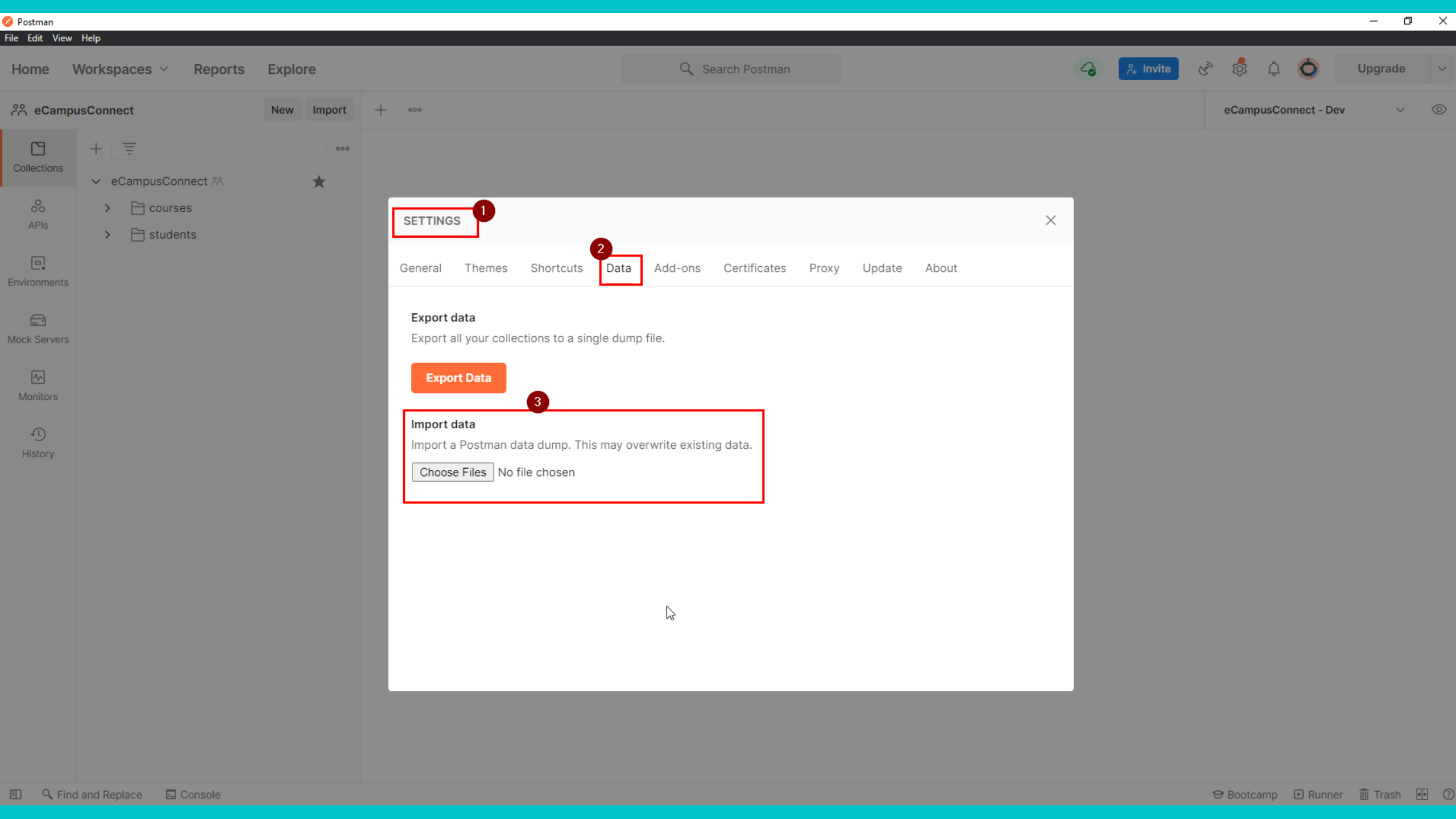
# Importing API Elements

API schemas

Direct URL

Raw Requests

Code Repositories



**SETTINGS**

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**Export data**  
Export all your collections to a single dump file.  
**Export Data**

**Import data**  
Import a Postman data dump. This may overwrite existing data.  
**Choose Files** No file chosen

