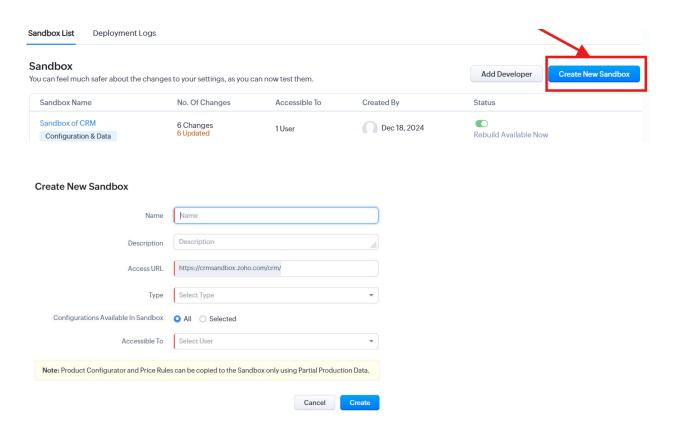# Creating a sandbox

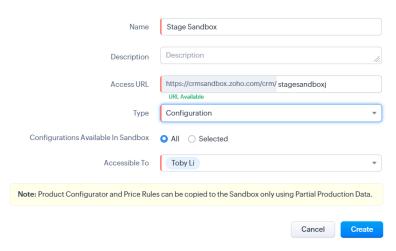**To create a Sandbox**

1. Go to **Setup > Data Administration > Sandbox.**
2. In the Sandbox page, Click the **Create New Sandbox.**
3. In the *Create New Sandbox* pop-up, do the following:

- Enter a name for the Sandbox.
- Enter a brief description of the Sandbox.
- In *Type,* choose the type of sandbox from the drop-down.
- If you choose Configuration, then select *All* or *Selected.*

- If you choose Configuration and Data, select *Sample Data* or *Partial Production Data.*

Create New Sandbox

Name	Stage Sandbox
Description	Description
Access URL	https://crmsandbox.zoho.com/crm/ stagesandboxj
	URL Available
Type	Configuration ▼
Configurations Available In Sandbox	● All ○ Selected
Accessible To	Toby Li ▼

Note: Product Configurator and Price Rules can be copied to the Sandbox only using Partial Production Data.

Cancel   **Create**

- *In Accessible To, select the CRM users email address from the drop-down list.*

  *4. Click **Create.***

  *You can access the sandbox by clicking the **Go to Sandbox** button on the top-right corner. This Sandbox environment will have a bright orange ribbon with the sandbox title. This is used to differentiate Sandbox from your production setup.*