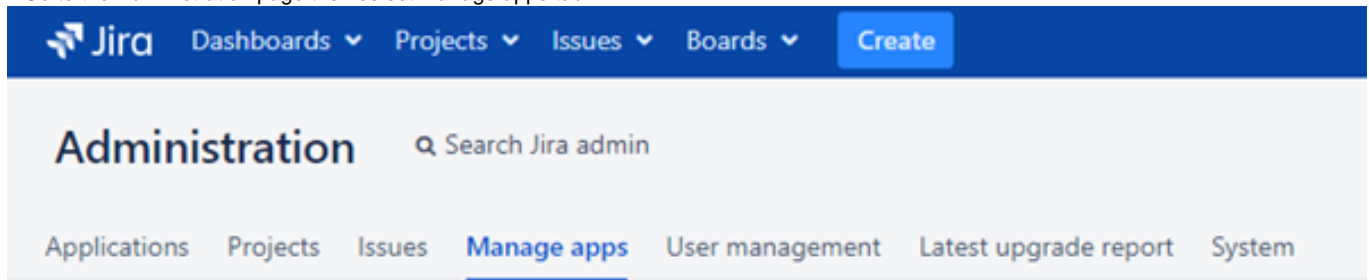
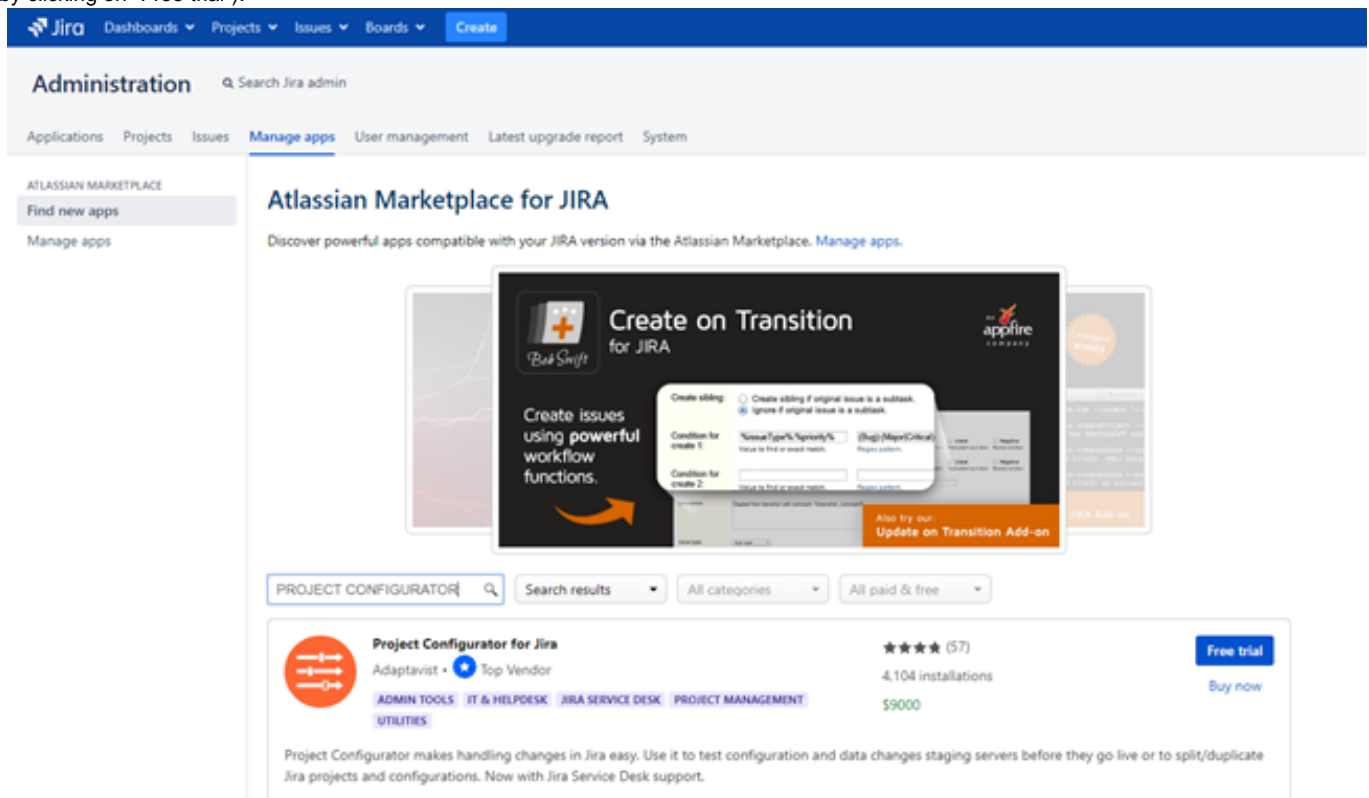


Export/Import single project

1. Log in to the source Jira as an administrator.
2. Go to the Administration page then select Manage apps tab.



3. If you have PROJECT CONFIGURATOR plugin installed already, head to the next step. If not please click on Find new apps from the menu on the left side of the screen then search for PROJECT CONFIGURATOR and install it and add its license (You can generate an evaluation license by clicking on "Free trial").



4. In the menu on the left, in the PROJECT CONFIGURATOR section, click **Export projects**.

PROJECT CONFIGURATOR

Getting started

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5. Select the projects that you want to export from the dropdown menu.

Export projects

Use this form to export project configurations or complete projects.

The result of the export will be an XML file for configuration only exports and a ZIP file for complete exports.

Select projectsExport optionsSee results

Projects to export*

ccc x

Hello

qwe

Test

zzz

Export mode

6. Select **Complete project** below the list of projects, and click **Export options**.

Export projects

Use this form to export project configurations or complete projects.

The result of the export will be an XML file for configuration only exports and a ZIP file for complete exports.

The screenshot shows a three-step process: 'Select projects' (active), 'Export options', and 'See results'. Below the steps, there is a 'Projects to export*' dropdown menu containing 'ccc' and 'Hello'. Underneath, there is a checkbox for 'Select All projects'. The 'Export mode' section has two radio buttons: 'Configuration only' and 'Complete project' (selected). A blue 'Export options' button is at the bottom.

Export options

Next, you will choose export options.

When migrating projects, the most important options are related to exporting custom fields and users.

- **Filtering custom fields** – Select this option to migrate only the custom fields that are used by your exported projects. It'll save you time.
- **User/group export options** – Choose a way to export your user data:
 - **Full export:** This is the default option. If a username is anywhere in the exported configuration, the add-on will try to find and add it to the exported items. If the user is not valid, the export will halt with an error.
 - **Ignore invalid users:** If the username is not valid, the user will not be added to the exported items. The username will still appear as component or project lead, and will be a part of different schemes in the exported file. In these cases, however, the export will not halt. Currently, the add-on can detect an invalid username in two cases:
 - When it can't find a user with that name
 - When the user has an invalid email address (it does not conform to the pattern "X@Y" where X and Y are non-empty strings)
 - **Do not export:** No users will be exported.

For more information about the export options, see [Selecting export options](#).

Exporting filters, dashboards and Agile boards

As for filters and dashboards, it's enough if you select one of the following options:

- **Shared with exported projects** – export filters/dashboards that are used by your exported projects.
- **With all users or with exported projects** – export filters/dashboards that are used by your exported projects, or all users.

For Scrum and Kanban boards, you'll probably export only those boards that are associated with the exported projects (Associated to exported projects).

Export summary

When the export is complete, you will be redirected to a summary of the export that shows the location of the exported ZIP archive. You will need it in the next step.

Export summary

Launching export...OK

Exporting configuration...OK

Exporting project data...OK

Exporting attachments...OK

Exported attachments:

- Project PA: 0 attachments

- Project PB: 0 attachments

Compressing files...OK

Export file available at D:\nuevo\jira-project-config-plugin\target\jira\home
\export\projectconfigurator\project-dump_BP8Q-WXN6-SKX3-NB5M_2_PROJECTS.zip