

How To Do a Full Import of a Demandware Sandbox

Exporting

1. Administration > Site Development > Site Import & Export
2. Select every checkbox next to the folder icons
3. You likely want to uncheck these (to avoid locking yourself out of your sandbox) :
 - a. Global Data > Users
 - b. Global Data > Access Roles
4. Name your export something descriptive such as : staging_full_export_2016.03.21
5. Check 'Save in Global Export Directory' checkbox
6. Remember to come back after successful import and DELETE the ZIP from this same page
7. Click the 'Export' button

Importing

1. Administration > Site Development > Site Import & Export
2. Select the ZIP file to import (from step 5 above)
3. Click 'Import' button, then wait (average time 45 minutes)

After Importing

Make Sites Online

1. Administration > Sites > Manage Sites
2. For each site go the the Status tab
3. Make sure that the site status is set to 'Online' as opposed to 'Online (Protected)'

Remove (or repair) Aliases

1. Merchant Tools > Site URLs > Aliases
2. Generally you can just delete the JSON in the text field or here is an example JSON from See's :

```
{
  "__version": "1",
  "settings" :
  {
    "http-host" : "dev04-store-sees.demandware.net",
    "https-host" : "dev04-store-sees.demandware.net",
    "default" : true
  },
  "dev04.sees.com": [
    {
      "host": "dev04-store-sees.demandware.net",
      "path": "/"
    }
  ],
  "dev04-store.net": [
    {
      "host": "dev04-store-sees.demandware.net",
      "path": "/"
    }
  ]
}
```

3. Save

Invalidate The Site's Caches

1. Administration > Sites > Manage Sites > [YOUR SITE] > Cache tab
2. Change Time to Live (TTL) to 0
3. Click every 'Invalidate' button
4. Uncheck 'Enable Page Caching'

Re-Index Your Site(s)

1. Merchant Tools > Search > Search Indexes
2. Select all checkboxes
3. Click 'Rebuild' button