YouTestMe

Importing testing sessions

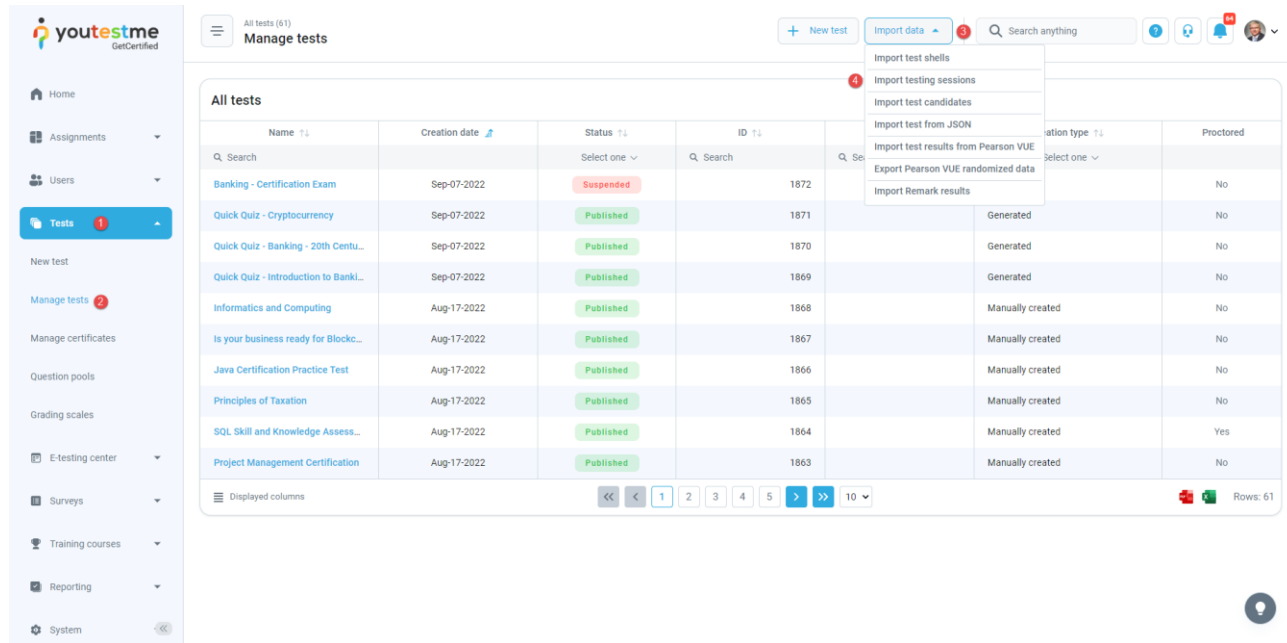| File name	Importing testing sessions
Author	YouTestMe
Confidentiality	Internal or Public
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Table of Contents

1   Introduction

This document's purpose is to explain how to import testing sessions (scheduled offerings) by manually uploading Excel files.
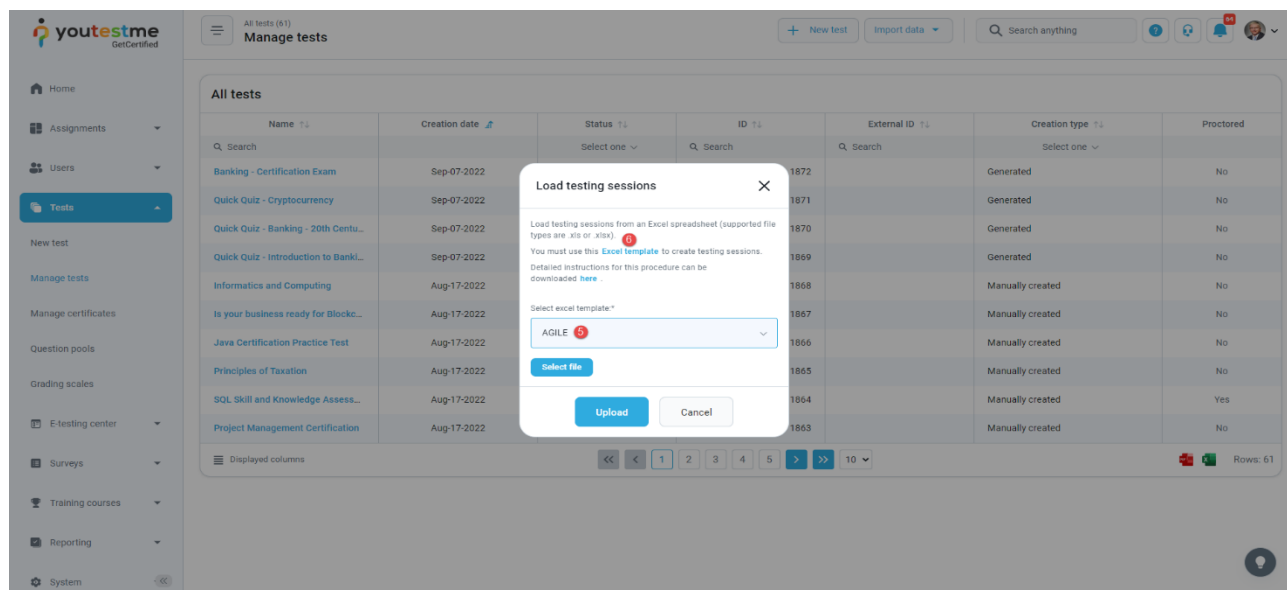
2 Importing testing sessions

To import testing sessions, do the following:

1. Hover to the **Test** tab in the main menu.
2. Click on the **Manage tests** tab.
3. Click on the **Import data** button from the top right corner.
4. Select the option **Import testing session**.

5. Choose the Excel template **Agile**.
6. Download the Excel Template and fill in the information.

Fill in the required fields for information and save the file:

	A	B	C	D	E	F
	AGILE Item ID	AGILE Scheduled Offering ID	AGILE DOMAIN in Scheduled Offering	Start Date	End Date	Source providing inforamtion (AGILE)
	0001	59	1	12/12/2021	12/31/2021	AGILE

Use the same dialog where the file was downloaded now to upload it:
1. In the Excel template, choose **Agile**.
2. Upload the file to the system.

When opening the test and navigating to the **Testing sessions** tab, we can see that the session that we just imported is there: