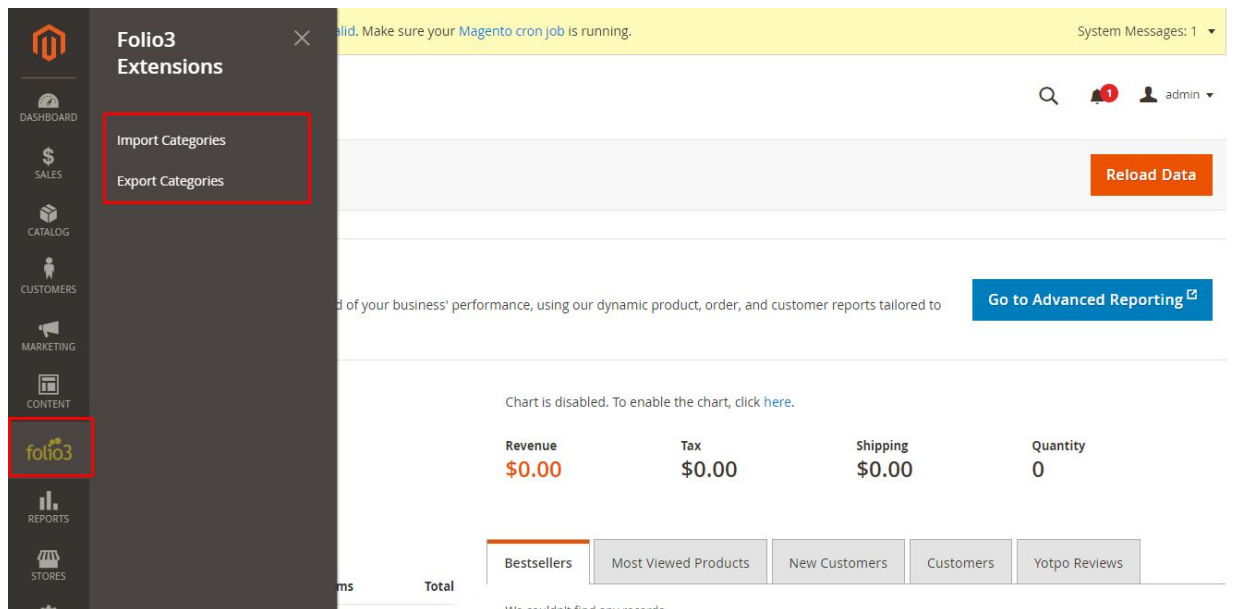




# User Guide of Category Import Export

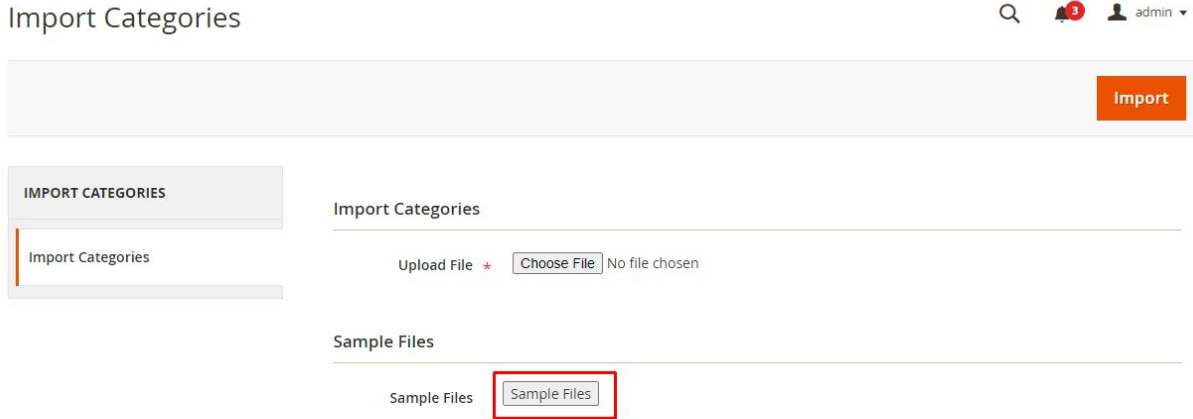
## Import Categories

- **Step 1:** Install the extension and clear the cache.
- **Step 2:** Login to the admin panel and find the **Import Export categories** under folio3 tab at left side-bar

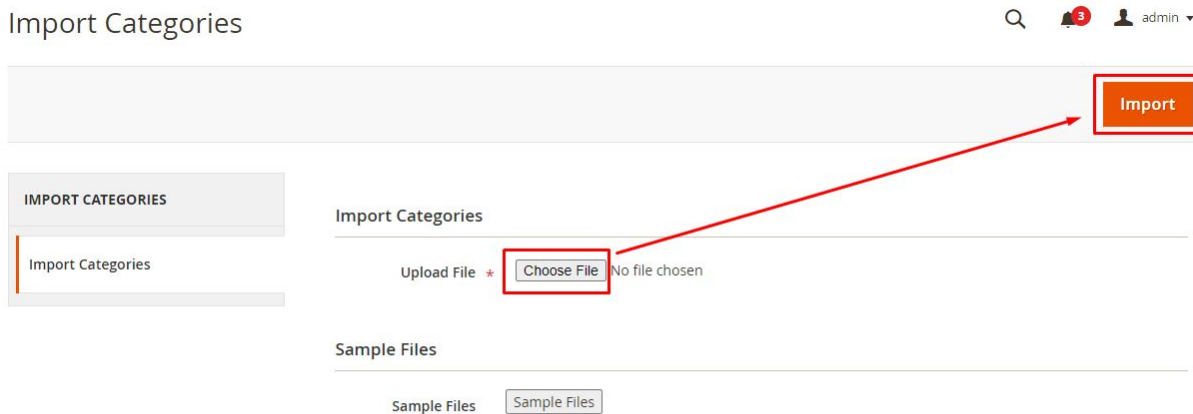


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- **Step 3:** Go to **Import categories** section and download the category insert/update sample files.



- **Step 4:** Click on **Choose File** button to upload the CSV file and then Click on **Import** button at top right to start import the categories



- **Step 5:** Go to **Catalog** → **Categories** and see your newly imported categories

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# How to create CSV?

Please see the below details for the CSV header Information.

## 1- Insert CSV File

**Categories:** Set the category name e.g for the parent category write the single category name and for the subcategory write it with backward slash starting with parent category name i.e

**Level1->Parent**

**Level 2 -> Parent/Subcategory1**

**Level3 -> Parent/Subcategory1/Subcategory2**

	A	B	C	D	E	F	G	H	I	J	K
1	categories	image	is_active	include_in_menu	is_anchor	meta_title	meta_keywords	meta_description	display_mode	custom_use_parent_settings	custom_apply_to
2	Men Level1	images.jpeg	1	1	1	meta title	keyword, keyword 2	Meta description	PRODUCTS_AND_PAGE		0
3	Men/Clothes Level2	images.jpeg	1	1	1	meta title	keyword, keyword 2	Meta description	PRODUCTS_AND_PAGE		0
4	Men/Clothes/T-shirt Level3	images.jpeg	1	1	1	meta title	keyword, keyword 2	Meta description	PRODUCTS_AND_PAGE		0
5	Men/Clothes/Pants	images.jpeg	1	1	1	meta title	keyword, keyword 2	Meta description	PRODUCTS_AND_PAGE		0
6	Men/Clothes/Pants/Jeans	images.jpeg	1	1	1	meta title	keyword, keyword 2	Meta description	PRODUCTS_AND_PAGE		0
7	Men/Clothes/Pants/Trouser	images.jpeg	1	1	1	meta title	keyword, keyword 2	Meta description	PRODUCTS_AND_PAGE		0
8	Men/Clothes/Pants/Formal	images.jpeg	1	1	1	meta title	keyword, keyword 2	Meta description	PRODUCTS_AND_PAGE		0
9	Women/Clothes	images.jpeg	1	1	1	meta title	keyword, keyword 2	Meta description	PRODUCTS_AND_PAGE		0
10	Women/Clothes/T-shirt	images.jpeg	1	1	1	meta title	keyword, keyword 2	Meta description	PRODUCTS_AND_PAGE		0
11	Women/Clothes/Pants	images.jpeg	1	1	1	meta title	keyword, keyword 2	Meta description	PRODUCTS_AND_PAGE		0
12	Women/Clothes/Pants/Jeans	images.jpeg	1	1	1	metatitle1	keyword, keyword 2	Meta description 1	PRODUCTS		0
13	Women/Clothes/Pants/Trouser	images.jpeg	1	1	1	metatitle1	keyword, keyword 2	Meta description 2	PRODUCTS		0
14	Women/Clothes/Pants/Formal	images.jpeg	1	1	1	metatitle2	keyword, keyword 3	Meta description 4	PRODUCTS		0
15											
16											
17											
18											
19											

**Image:** - Set the Category Image path.

**Is\_active:** Set the Category is Enabled or not. 1=true/0=false

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**Include\_in\_menu:** This Category including In Navigation Menu. 1=true/0=false

**Is\_anchor:** Set the Category is Anchor or not. 1=true/0=false

**Meta\_title:** Set the Page Title.

**Meta\_keywords:** Set the Meta Keywords.

**Meta\_description:** Set the Meta Descriptions.

**Display\_mode:** Set the Display Mode e.g PRODUCTS/ PAGE/  
PRODUCTS\_AND\_PAGE

**Custom\_use\_parent\_settings:** Set the Use Parent Category Settings. 1=true/0=false

**Custom\_apply\_to\_products:** Set the Apply to Products enabled/disabled. It is used if the Parent Category Settings is disabled. 1=true/0=false

**Custom\_design:** Set the Custom Design Settings. It is used if use Parent Category Settings is disabled.

**Custom\_design\_from:** Set the custom design to apply from date.

**Custom\_design\_to:** Set the custom design apply to date.

**Page\_layout:** Set the Page Layout. i.e Empty, 1 column, 2 columns with left bar , 2 columns with right bar, 3 columns

**Description:** Set the category description.

## 2- Update Category

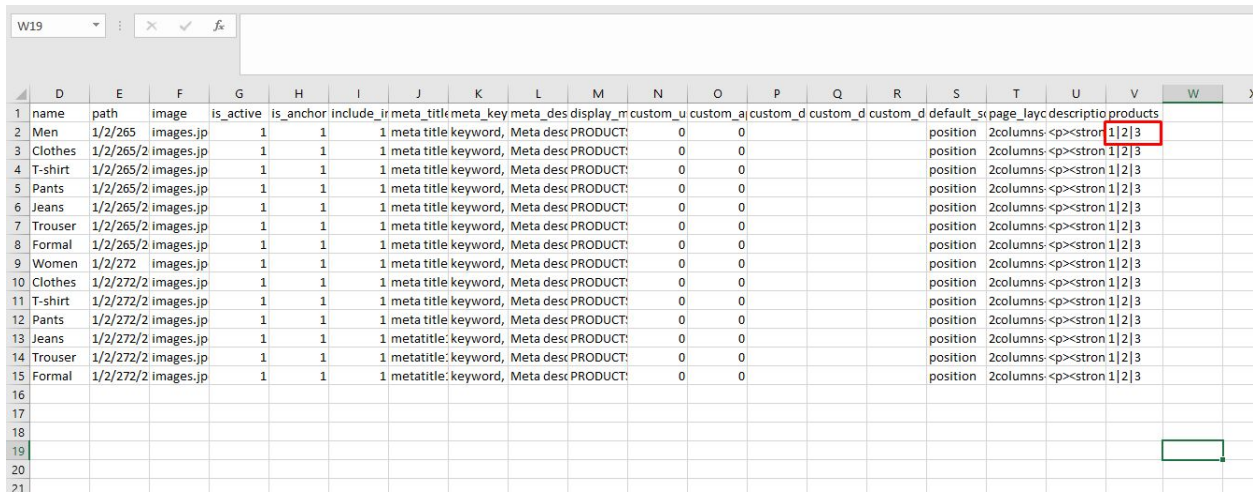
**Category\_id:** Write the category id which needs to be updated.

**Parent\_id:** Write the parent id of that category.

**Store:** Write the store code.

**Path:** Define the category path i.e *rootcategory\_id/Parentcategory\_id/update\_category\_id*

**Products:** Set the product Ids in this field separated by pipe (|) sign to assign the products to this category. For Example (Id1|Id2|id3)



	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
1	name	path	image	is_active	is_anchor	include_in	meta_title	meta_key	meta_desc	display_m	custom_u	custom_a	custom_d	custom_d	default_s	page_layc	descriptio	products		
2	Men	1/2/265	images.jp	1	1	1	meta title keyword, Meta desc	PRODUCT		0	0					position	2columns	<p><stron	1 2 3	
3	Clothes	1/2/265/2	images.jp	1	1	1	meta title keyword, Meta desc	PRODUCT		0	0					position	2columns	<p><stron	1 2 3	
4	T-shirt	1/2/265/2	images.jp	1	1	1	meta title keyword, Meta desc	PRODUCT		0	0					position	2columns	<p><stron	1 2 3	
5	Pants	1/2/265/2	images.jp	1	1	1	meta title keyword, Meta desc	PRODUCT		0	0					position	2columns	<p><stron	1 2 3	
6	Jeans	1/2/265/2	images.jp	1	1	1	meta title keyword, Meta desc	PRODUCT		0	0					position	2columns	<p><stron	1 2 3	
7	Trouser	1/2/265/2	images.jp	1	1	1	meta title keyword, Meta desc	PRODUCT		0	0					position	2columns	<p><stron	1 2 3	
8	Formal	1/2/265/2	images.jp	1	1	1	meta title keyword, Meta desc	PRODUCT		0	0					position	2columns	<p><stron	1 2 3	
9	Women	1/2/272	images.jp	1	1	1	meta title keyword, Meta desc	PRODUCT		0	0					position	2columns	<p><stron	1 2 3	
10	Clothes	1/2/272/2	images.jp	1	1	1	meta title keyword, Meta desc	PRODUCT		0	0					position	2columns	<p><stron	1 2 3	
11	T-shirt	1/2/272/2	images.jp	1	1	1	meta title keyword, Meta desc	PRODUCT		0	0					position	2columns	<p><stron	1 2 3	
12	Pants	1/2/272/2	images.jp	1	1	1	meta title keyword, Meta desc	PRODUCT		0	0					position	2columns	<p><stron	1 2 3	
13	Jeans	1/2/272/2	images.jp	1	1	1	meta title keyword, Meta desc	PRODUCT		0	0					position	2columns	<p><stron	1 2 3	
14	Trouser	1/2/272/2	images.jp	1	1	1	meta title keyword, Meta desc	PRODUCT		0	0					position	2columns	<p><stron	1 2 3	
15	Formal	1/2/272/2	images.jp	1	1	1	meta title keyword, Meta desc	PRODUCT		0	0					position	2columns	<p><stron	1 2 3	
16																				
17																				
18																				
19																				
20																				
21																				

## Export Categories

- Go to the **Export Categories** section and click on the **Export All Categories** button and find the CSV file with all category details.

