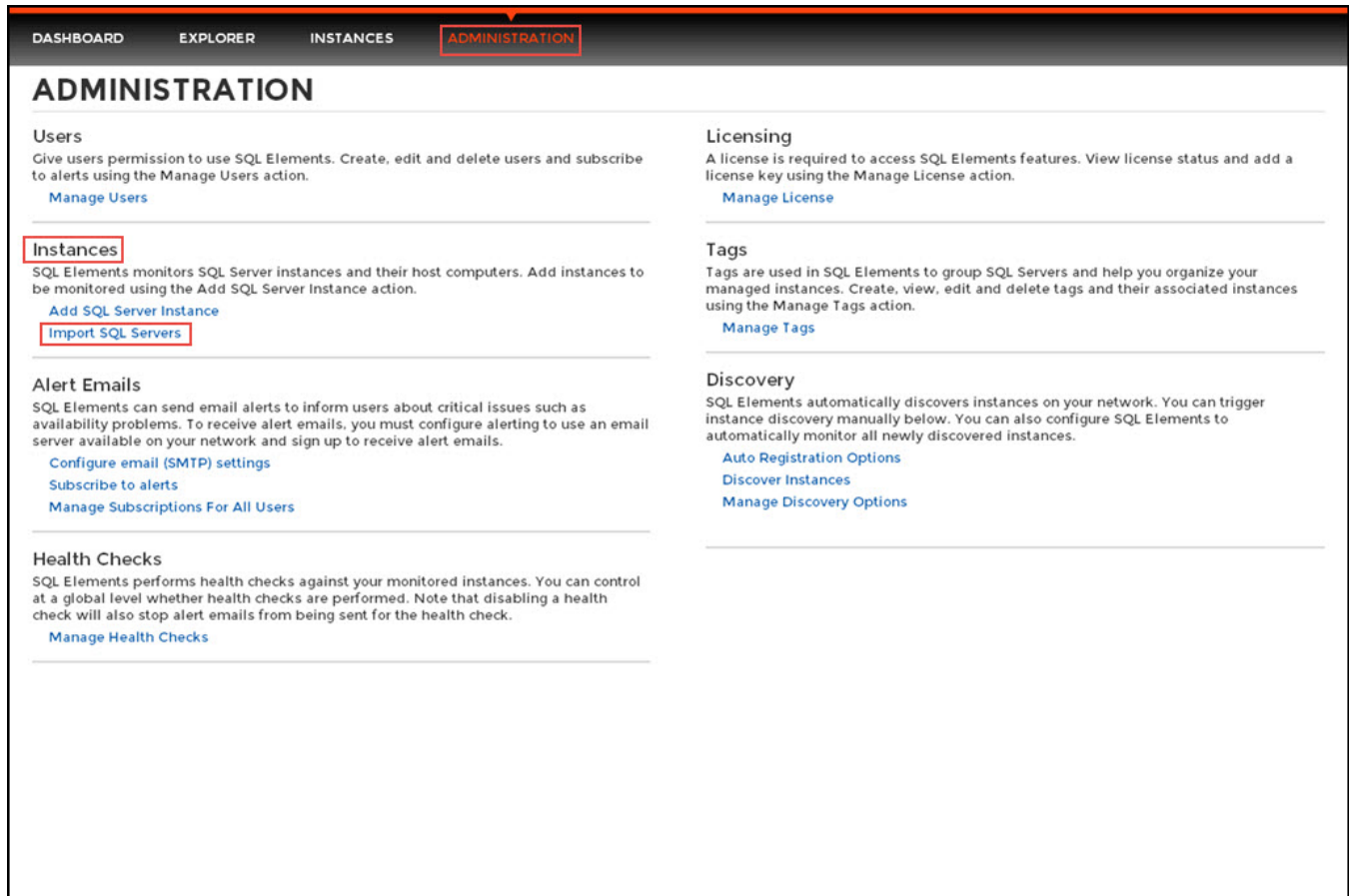


How to import SQL Server instances

[Click here for 1.0 Documentation](#)

SQL Elements constantly discovers SQL Server instances so you can select those ones that you want to monitor. When you open the Add SQL Sever Instance wizard, you can choose the ones you want to register with SQL Elements; however, you can also import a list of instances from your computer. Go to the **Administration** tab, on the **Instances** section you can find the option **Import SQL Servers**. Use this option to import a .csv file from your computer.



To import a file:

1. Click **Upload** to choose a .csv file from your computer.
2. SQL Elements displays the instances from your uploaded .csv file. You can select/unselect those instances that you want to import. Click **Import**.



Tips

Select a file containing instances to be imported into SQL Elements. The instances names can be separated by commas, semi-colons or line breaks.

Once imported, you can use the bulk operations available on the Instances View to set credentials for monitoring the instances as well as owners, locations, comments and tags.

Import Instances

? X

1. Choose a .csv file to Import

UPLOAD

2. Select Instances to Import

Instance Name

☒ instances1

☒ instances2

☒ instances3

☒ instances4

☒ instances5

☒ instances6

☒ instances7

☒ instances8

☒ instances9

IMPORT

CANCEL



CSV files

Keep in mind that the .csv files you use to import must have only the names of the instances.



After you import the instances, you can use the bulk options available on the Managed Instances view to set the credentials for monitoring them, as well as editing their owners, locations, comments, and tags.