

How to import SQL Server instances

IDERA SQL Inventory Manager 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 Inventory Manager; 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.

The screenshot shows the IDERA SQL Inventory Manager (IM) Administration interface. The top navigation bar includes 'DASHBOARD', 'SQLINVENTORYMANAGER(IM)', and 'ADMINISTRATION'. The 'ADMINISTRATION' tab is active, showing sections for Users, Instances, Alert Emails, MS SQL Server Licensing - Core Factor Tables, Health Checks, Licensing, Tags, Discovery, and Custom Inventory Fields. The 'Instances' section is highlighted, and the 'Import SQL Servers' link is enclosed in a red rectangular box.

To import a file:

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

The 'Import Instances' dialog box is shown. On the left, there are 'Tips' for importing files. The main area lists nine instances, each with a checked checkbox. The 'UPLOAD' button is highlighted with a red box. At the bottom, there are 'IMPORT' and 'CANCEL' buttons.



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.

SQL Inventory Manager lets you discover and visualize your SQL Server environment. [Learn more](#) > >

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