

WooCommerce CSV - Import Export Plugin

Extendons

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1 Installation Guide

This is a quick guide on installation, and updating.

1.1 Plugin Installation

To install WooCommerce CSV Import Export Plugin you must have a working and latest version of WordPress and WooCommerce plugin already installed. For information on installing the WordPress , please see the [WordPress Codex - Installing WordPress](#). For installing the WooCommerce and configure the shop please visit the following link [WooThemes - Installing WooCommerce](#).

- Now the next step is the WooCommerce CSV Import Export Plugin. In the full .ZIP archive you have downloaded from **Codecanyon.net** you will find a file called `extendos_import_export.zip`. This file is the installable .ZIP archive you can install via WordPress.

Now is time to install WooCommerce CSV Import Export Plugin, please read these steps carefully.

Installing from WordPress

Follow the steps bellow to install from WordPress Admin Dashboard

- Navigate to Plugins
- Click Install Plugins and click Add New
- Click the Upload Plugin button
- Navigate `extendos_import_export.zip` on your computer and click Install Now
- When installation is done please click Activate to activate plugin

Installing using FTP

Follow the steps bellow to install using FTP

- Unzip `extendos_import_export.zip` to a desired location on your computer. These extracted files will be uploaded later via FTP
- Connect to your server via FTP (Use FileZilla or any other FTP client)
- Navigate to `/wp-content/plugins/` server directory
- Locate the local directory where you have unzipped the `extendos_import_export.zip` archive
- Upload local folder `/extendos_import_export/` to remote `/wp-content/plugins/`
- To activate the newly installed plugin navigate to Plugins and click the Activate button within the WooCommerce CSV Import Export Plugin

1.2 Plugin Updates

Update from WordPress Admin

Follow the steps bellow to update from WordPress Admin Dashboard

- Navigate to Plugins
- Find the currently installed WooCommerce CSV Import Export Plugin and click Deactivate
- After deactivation click Delete to remove the old version (your saved setting will not be lost)
- Click Install Plugins and click Add New
- Click the Upload Plugin button
- Navigate the new version archive `extendos_import_export.zip` on your computer and click Install Now
- When installation is done please click Activate to activate plugin

Update using FTP

Follow the steps bellow to update using FTP

- Unzip the new version archive `extendos_import_export.zip` to a desired location on your computer. These extracted files will be uploaded later via FTP
- Connect to your server via FTP (Use FileZilla or any other FTP client)
- Navigate to `/wp-content/plugins/` server directory and delete the current plugin folder `extendos_import_export/`
- Locate the local directory where you have unzipped the new version archive `extendos_import_export.zip`
- Upload local folder `/extendos_import_export/` to remote `/wp-content/plugins/`

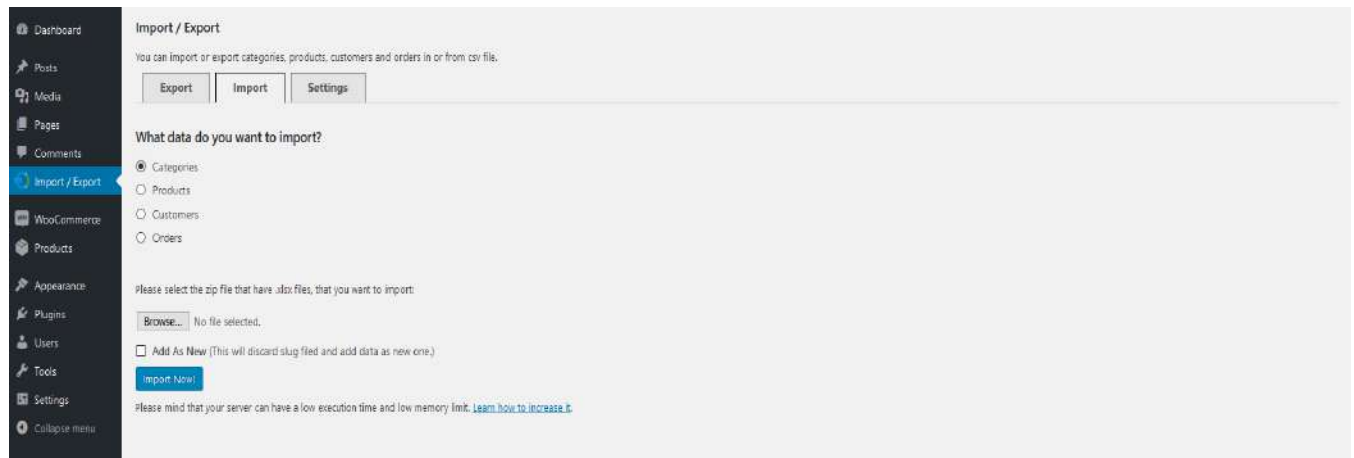
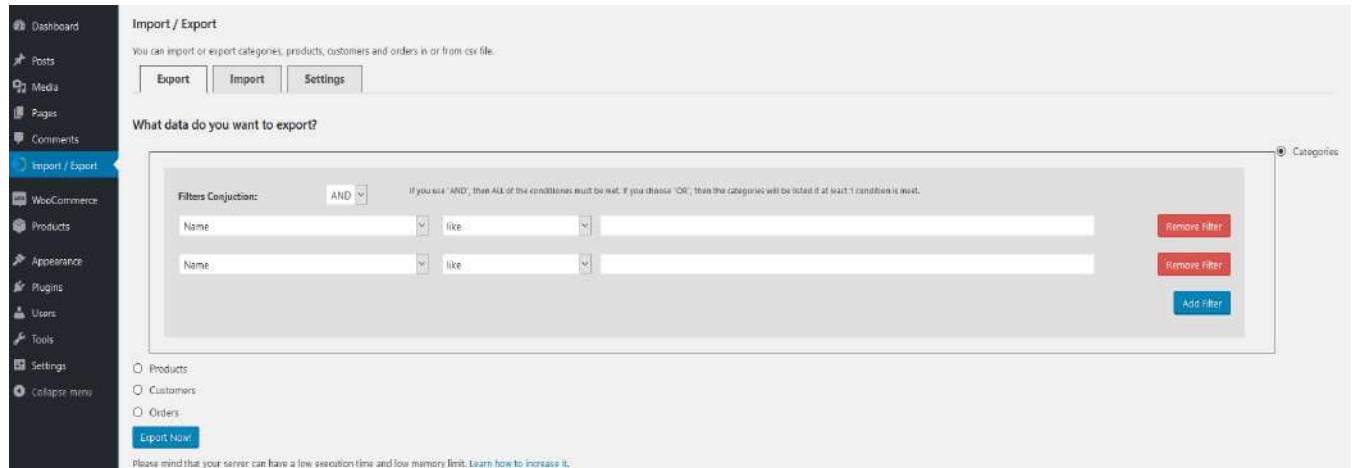
2 User Guide

After installation of plugin, login to admin panel and flush your cache storage.

2.1 How to Import/Export Categories, Products, Customers and Orders in CSV Files

Go to Import/Export at Backend:

At the backend end go to "Import/Export". Here you will find the Import & Export tabs as shown below. You can Import or Export Categories, Products, Customers and Orders in CSV Files here as per your requirements.



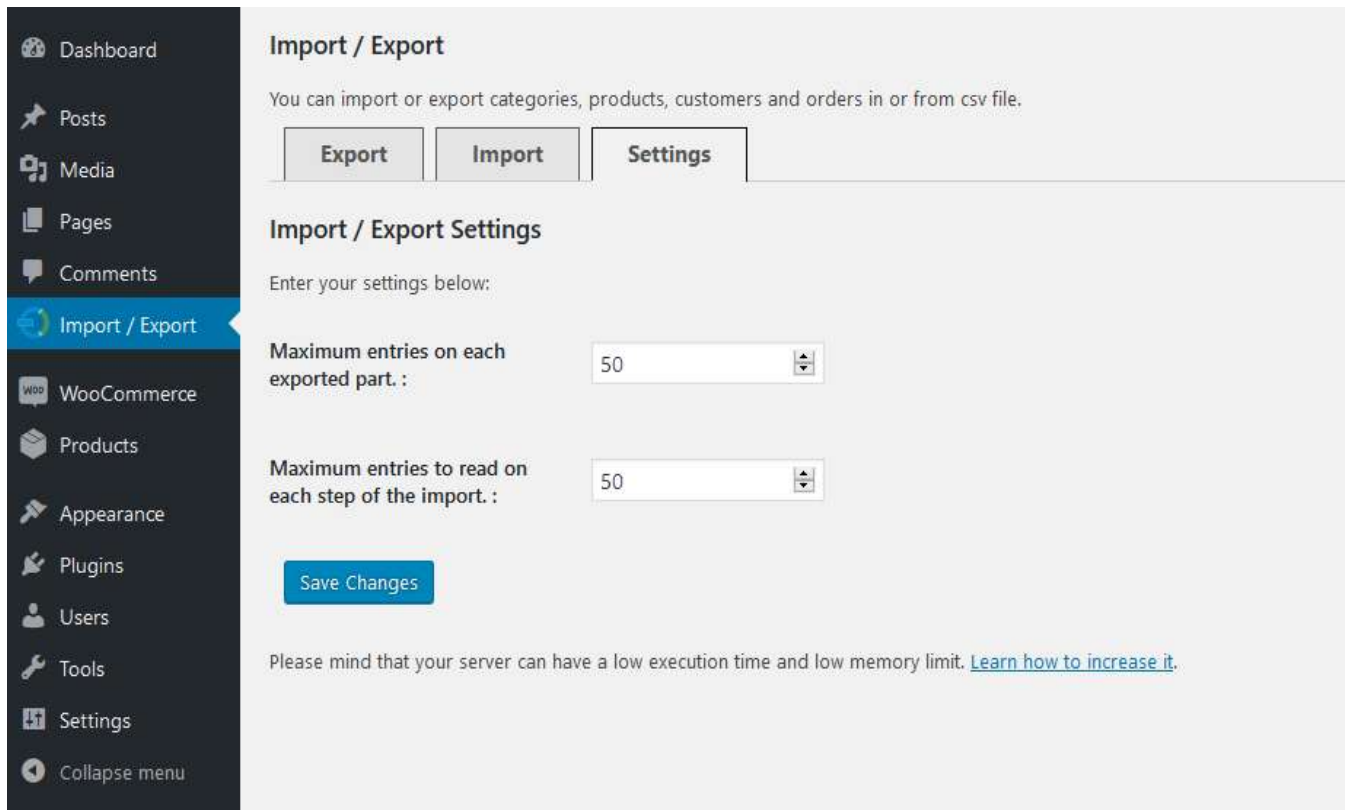
2.2 How to Configure the Plugin

At the backend, go to "Import/Export". Here you will find the following settings:

Import / Export Settings:

- **Maximum entries on each exported part**

- **Maximum entries to read on each step of the import**



Import / Export

You can import or export categories, products, customers and orders in or from csv file.

Export **Import** **Settings**

Import / Export Settings

Enter your settings below:

Maximum entries on each exported part. :

Maximum entries to read on each step of the import. :

Save Changes

Please mind that your server can have a low execution time and low memory limit. [Learn how to increase it.](#)